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ఆంధ్రప్రదేశ్ రాజపత్రము

# THE ANDHRA PRADESH GAZETTE

## PUBLISHED BY AUTHORITY

**PART I EXTRAORDINARY**

**No.224** AMARAVATI, WEDNESDAY, MAY 17, 2017 **G.113**


# NOTIFICATIONS BY GOVERNMENT

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**MUNICIPAL ADMINISTRATION & URBAN DEVELOPMENT DEPARTMENT (H2)**

DRAFT ANDHRA PRADESH LAND DEVELOPMENT (LAYOUT AND SUB-DIVISION) RULES, 2017.

***[Memo No.490180/H2/2017, Municipal Administration & Urban Development (H2) Department, 17th May, 2017]***

**NOTIFICATION**

In exercise of the powers conferred by Section 585 read with 592 of the Andhra Pradesh Municipal Corporation Act, 1994 (adapted GHMC Act 1955) and the MCH Layout Rules 1965; Section 326 of the Andhra Pradesh Municipalities Act, 1965 and Andhra Pradesh Municipalities (Layout) Rules, 1970, Section 44 (1) of the Andhra Pradesh Town Planning Act,1920, Section 116 & 117 of Andhra Pradesh Metropolitan Region and Urban Development Authorities Act, 2016, Section 268 of the Andhra Pradesh Panchayat Raj Act, 1994 (Andhra Pradesh Act 13 of 1994) and as amended from time to time and in supersession of all the existing rules on the subject, the following Draft Andhra Pradesh Land Development (Layout and Sub-division) Rules, 2017 is proposed.

Notice is hereby given that the draft will be taken into consideration after expiry of seven (7) days from the date of publication of the notification in the Andhra Pradesh Gazette and that any objections or suggestions which may be received from any person with respect to these before the expiry of said period will be considered by the Government of Andhra Pradesh. Objections or suggestions should be addressed to the Director of Town and Country Planning, A.P., Guntur / Municipal Administration and Urban Development Department, Andhra Pradesh Secretariat, Velagapudi.

**DRAFT RULES**

**CHAPTER – I**

## SHORT TITLE, APPLICABILITY AND COMMENCEMENT

***1. Short Title, Applicability and Commencement:***

(1) These rules may be called 'the Andhra Pradesh Land Development (Layout and Sub-division) Rules, 2017'.

(2) They shall come into force from the date of publication of notification in the Andhra Pradesh Gazette.

(3) These rules shall apply to

(a) all land development through formation of layouts, sub-division of land and plots,

(b) land intended for sale or let on lease, to divide the large chunks of land into building plots, to make a layout or forming private street,

(c) all Group Development Schemes and Group Housing Schemes involving construction of row houses, semi-detached, detached houses, apartment blocks or high-rise buildings or mix or combination of the above in multiple blocks and involving customary sub-division of land by way of individual plots.

(4) The above includes all categories and types of development wherein these rules are applicable.

(a) All types of residential development viz., plotted type, group housing schemes etc.,
(b) All types of commercial, institutional and industrial development
(c) Development of mixed land uses
(d) Any other type of development schemes.

Provided that for Low Cost/Affordable Housing Schemes undertaken by the various Government departments or Development Authorities or any Local Authority, separate provisions and stipulations shall be applicable as decided by the Government/Competent Authority.

(5) They shall apply to the land/layout development activities in the areas falling in:

(a) Andhra Pradesh Capital Region Development Authority [APCRDA] except in Amaravati Capital City Area,

(b) All Metropolitan Region Development Authorities,

(c) All Urban Development Authorities,

(d) All Municipal Corporations,

(e) All Municipalities,

(f) All Nagar Panchayats,

(g) Gram Panchayat areas covered in Master Plans/General Town Planning Schemes notified under Andhra Pradesh Town Planning Act,1920 and

(h) Industrial Area Local Authority (IALA)/Special Economic Zone (SEZ) notified by Government.

(6) All existing rules, regulations, byelaws, orders that are in conflict or inconsistent with these Rules shall stand modified to the extent of the provisions of these rules.

Subject to the provisions of the Act, these rules shall apply:

(a) to the planning, design and construction of land development in case of layouts, sub-divisions and building in case of erection of a building along with land development;

(b) to all parts of the layout including development of public open spaces, amenities and infrastructure;

(c) to use of any land or building where sub-division of land is undertaken and use of land or building is changed; and

(d) to all parts of the building in addition to these rules the Andhra Pradesh Building Rules, 2017 and other related rules modified from time to time shall apply.

## CHAPTER – II

## DEFINITIONS

**2. *Definitions***

In these rules, unless the context otherwise requires the definitions given below shall have the meaning indicated against each term. The terms and expressions which are not defined in these Rules shall have the same meaning as in the respective rules / regulations / Bye-laws of the respective local authorities including the Andhra Pradesh Building Rules 2017 and as defined in the National Building Code as the case may be, unless the context otherwise requires.

All mandatory Master Plan/Zonal Plan regulations regarding use, land use, coverage, FAR, set-back, open space, height, number of storeys, parking standards etc. for various categories of buildings including modification therein made from time to time shall be applicable mutatis mutandis in these rules and the Andhra Pradesh Building Rules 2017 under this clause. All amendments /modifications made in the aforesaid regulations shall automatically stand deemed to have been included as part of these Rules.

In these rules, unless the context otherwise requires,--

(1) ‘Access’ means a clear approach to a plot or a building;

(2) ‘Affordable Housing’

According to the Task Force on Affordable Housing set up by the M o HUPA, Government of India in 2008, affordable housing for various segments is defined by size of the dwelling and housing affordability derived by the household income of the population. It suggested that affordable housing for low income groups, i.e. those with gross annual incomes below Rs. 90,000 should be between 300 to 600 square feet in area and be accessible at 30 per cent of gross household income. [Suggested Plot area of EWS=30sq.m (carpet area = 25sq. m) and Plot area of LIG=40 to 48sq.m (carpet area = Not more than 48sq. m)

According to Andhra Pradesh State Affordable Housing Policy, 2015 Affordable Housing means, Individual dwelling units with a Carpet Area of not more than 60 sq. m and preferably within the price range of 5 times the annual income of the household as notified, either as a single unit or part of a building complex with multiple dwelling units.

(3) ‘Agricultural use’ means use of land for the purpose of agriculture, horticulture, sericulture, animal husbandry, poultry farming, plant nursery, piggery, dairy farming, vegetable farming and any activity related to agriculture or milk chilling plant;

(4) 'Amenity’ includes road, street, open space, park, recreational ground, playground, garden, water supply, electric supply, street lighting, sewerage, drainage, public works and other utilities, services and conveniences;

(5) ‘Applicant’ means the person who has title to a land or building and includes,

(a) an agent or trustee who receives rent on behalf of the owner;

(b) an agent or trustee who receives rent or is entrusted with or is concerned with any building devoted to religious or charitable purpose.

(c) a receiver, executor or administrator or a manager appointed by any Court of competent jurisdiction to have the charge of or to exercise the rights of the owner; and

(d) a mortgagee in possession;

(6) ‘Application’ means an application made in such form as may be prescribed from time to time;

(7) ‘Approach Road’ means an existing public access formed on ground, a road, street, alley, passage, donka, village road, puntha, roadway over any public bridge or causeway, the footway attached to any such street or public bridge or causeway, whether pucca or katcha and gives way to the land or site or plot whether having an approved layout or not or whether belonging to private property or Government or Local Authority and over which public have a right of way whether a thoroughfare or not.

(8) ‘Approved’ means as approved / sanctioned by the concerned Authority under the Rules;

(9) ‘Authority’ means the concerned Local body/Development Authority having jurisdiction over the matter referred to herein after called the Authority or concerned Authority;

(10) ‘Building Line’ means the line up to which the plinth of building adjoining a street or an extension of a street or on a future street may lawfully extend and includes the lines prescribed, if any, in any scheme and/or development plan;

(11) ‘Building set back’ means the distance by which any building or structure shall be separated from the boundary lines of the plot;

(12) ‘Cesspool’ means an underground chamber for the reception and storage of foul water, the contents of which are periodically removed for disposal;

A box-shaped receiver constructed in a roof or gutter for collecting rainwater which then passes into a rainwater pipe connected thereto;

(13) ‘Competent Authority’ means:

(a) The Commissioner of the Andhra Pradesh Capital Region Development Authority;
(b) The Metropolitan Commissioner of the respective Metropolitan Region Development Authority;
(c) The Vice Chairman of the respective Urban Development Authority;
(d) The Director of Town & Country Planning in case of Local Authorities not covered in Development Authorities and Gram Panchayat areas covered in Master Plans / General Town Planning Schemes notified under Andhra Pradesh Town Planning Act, 1920.

(14) ‘Contour’ means the form of the land, existing or proposed; a part of the topography, indicated by map lines at intervals as desired, to understand the land form clearly. The contour line though imaginary, indicates continuous elevation above mean sea level or an assumed datum line;

(15) ‘Contour Interval’ means the difference in elevation or the vertical distance measured between consecutive contour lines;

(16) ‘Conversion’ means the change from one occupancy to other occupancy or any change in building structure or part thereof resulting in a change of space and use requiring additional occupancy certificate;

(17) ‘Corner site’ means a site at the junction of and fronting on two or more intersecting streets;

(18) ‘Cul-de-sac’ means such means of access having length up to 50m with an additional turning space not less than 81 square meters in area having no dimension less than 9 m.;

(19) ‘Development’ means the carrying out of building, engineering, mining or other operations in, or over, or under land and water, or in the use of any building or land, and includes redevelopment and layout and subdivision of any land; and 'to develop' shall be construed accordingly;

(20) ‘Development Charges’ means a charge levied by the competent authority under the relevant provisions of the Law

(21) ‘Development Plan’ means a plan for the Development or redevelopment or improvement of the area within the jurisdiction of Authority and includes

Master Plan, Zonal Development Plan and any other Plans prepared under the relevant Acts;

(22) 'Deviation' means any construction made in departure from the approved plan by way of alterations or additions, modifications in the dimension of the plot, measurement of the plot, total plot area, total floor area, coverage, floor area ratio (FAR), setbacks, height, parking space, provision of public utilities etc.;

(23) 'Drain' means a system of line of pipes, with their fittings and accessories, such as manholes, inspection chambers, traps, gullies, floor traps used for drainage of building or yards appurtenant to the buildings with the same cartilage. It includes an open channel for conveying surface water or a system for the removal of any liquid;

includes a sewer, tunnel, pipe, ditch, gutter or channel and any cistern, flush tank, septic tank or other device for carrying off or treating sewage, offensive matter, polluted water sullage, waste water, rain water, or sub-soil water and any culvert, ventilation shaft or pipe or other appliance or fitting connected therewith, and any ejector, compressed air main, sealed sewage main and special machinery or apparatus for raising expelling or removing sewage or offensive matter from any place;

(24) 'Drainage' means a system constructed for the purpose of removal of any waste water;

(25) 'Enforcement Authority' means:

(a) The Commissioner of the Andhra Pradesh Capital Region Development Authority;
(b) The Metropolitan Commissioner of the respective Metropolitan Region Development Authority;
(c) The Vice Chairman of the respective Urban Development Authority;
(d) The Commissioner of respective Urban Local Body;
(e) The Executive Authority of the Gram Panchayat;
(f) The Executive Authority of the Special Unit created as the case may be for the purpose of sanctioning and monitoring building and development activity, as applicable.

(26) 'Executive Authority' means:

(a) The Commissioner of the Andhra Pradesh Capital Region Development Authority;
(b) The Metropolitan Commissioner of the respective Metropolitan Region Development Authority;
(c) The Vice Chairman of the respective Urban Development Authority;
(d) The Commissioner of respective Urban Local Body;
(e) The Executive Authority of the Gram Panchayat;
(f) The Executive Authority of the Special Unit created as the case may be for the purpose of sanctioning and monitoring building and development activity, as applicable.

(27) 'External Development Works' includes roads and road systems landscaping, water supply, sewerage and drainage systems, electricity supply transformer, sub-station, solid waste management and disposal or any other work which may have to be executed in the periphery of, or outside, a project for its benefit, as may be provided under the local laws;

(28) 'Group Development Scheme' is reckoned as development of Residential Buildings or any other non-residential buildings as permissible in a Campus or Site of 4000sq.m and above in area and could be row houses, semi-detached, detached Houses, Apartment blocks or High-Rise buildings or mix or combination of the above.

(29) 'Group Housing' means a building having five or more multiple dwelling units/apartments and common services on a given site or plot, in single or multiple blocks each building containing two or more apartments or with total of five or more units/apartments, without customary sub-division of land by way of individual plots.

(30) 'Hut' means any building which is constructed principally of wood, mud, leaves, grass or thatch and includes any temporary structure of whatever size or any small building of whatever material made, which the Local Body may declare to be a hut for the purposes of this Act;

(31) 'Internal Development Works' means roads, footpaths, water supply, sewers, drains, parks, tree planting, street lighting, provision for community buildings and for treatment and disposal of sewage and sullage water, solid waste management and disposal, water conservation, energy management, fire protection and fire safety requirements, social infrastructure such as educational , health and other public amenities or any other work in a project for its benefit, as per sanctioned plans;

(32) 'Kerb' means a concrete or stone edging along a pathway or road often constructed with a channel to guide the flow of storm water and thereby serve individual purpose;

(33) 'Land' includes land which is being built upon or is built upon or covered with water, benefits to arise out of land, things attached to earth or permanently fastened to anything attached to the earth and rights created by legislative enactment over any street;

(34) 'Landscape, Soft' means the natural elements in landscape design, such as plant materials and the soil itself;

(35) 'Landscape, Hard' means civil work component of landscape architecture such as pavement, walkways, roads, retaining walls, sculpture, street amenities, fountains and other built environments;

(36) 'Layout' means the laying out a parcel of land or lands into building plots with laying of road/ streets with formation, leveling, metaling or black topping or paving of the roads and footpaths etc., and laying of the services such as water supply, drainage, street lighting, open spaces avenue plantation etc;

(37) 'Licensed Technical Personnel' means a qualified Town Planner, Architect, Engineer, Structural Engineer, Supervisor who has been licensed/registered by the competent authority;

(38) 'Owner' means the person for the time being receiving or entitled to receive whether on his own account or on behalf of another person's as agent, trustee, guardian, manager or receiver or for any religious or charitable purpose, the rents or profits of the property in connection with which the word is used;

Note: The term Owner is synonymous with the term "Applicant";

(39) 'Parking Space' means an area enclosed or unenclosed, covered or open, sufficient in size to park vehicles, together with a drive-way connections the parking space with a street or alley and permitting ingress and egress of the vehicles;

(40) 'Permission or Permit' means a valid permission or authorization in writing by the competent authority to carryout development or a work regulated by these Bye-laws;

(41) 'Plinth' means the portion of a structure between the level of the surrounding ground and level of floor, immediately above the ground. In no case this shall be less than 0.6 meters;

(42) 'Plinth Area' means the built up covered area measured at the floor level of the basement or of any storey;

(43) 'Plot' means a continuous portion of land held in a single or joint ownership other than the land used, allotted, earmarked or set apart for any street, lane, passage, pathway, conservancy lane or for any other public purpose;

(44) 'Plot Coverage' means the ground area covered by the building and does not include the area covered by compound wall, gate, cantilever porch, chajja, well, septic tank, open platform and the like. It is expressed as percentage of the site/plot area;

(45) 'Prescribed' means prescribed by rules made under the Act;

(46) 'Private Street' means any street, which is not a 'public street' but does not include a pathway made by the owner of premises on his own land to secure access to or the convenient use of such premises;

(47) 'Public Place' includes any park or garden, ground or any other place to which the public have or are permitted to have access;

(48) 'Public Street' means any street over which public have a right of way, whether a thoroughfare or not and includes-

(a) a broad way over or a foot way attached to any public have a right of way, and

(b) the drain attached to any such street, public bridge or causeway and the land, whether covered or not by any pavement, verandah, or other structure, which lies on either side of the roadway up to the boundaries of the adjacent property, whether that property, is private property or property belonging to Government;

(49) ‘Reconstituted Plot’ means a plot which is in any way altered by the making of a town-planning scheme, land pooling scheme otherwise than by the severance of land used, allotted or reserved for any public or municipal purpose;

(50) ‘Registered Builder/Developer’ means a builder empaneled/ registered with the Authority;

(51) ‘Road’ means any access viz. highway, street, lane, pathway, alley, or bridge, whether a thoroughfare or not, over which the public have right of passage or access or have passed and had access uninterruptedly for a specified period and includes all bunds, channels, ditches, storm water drains, culverts, side tracks, traffic islands, road side trees and hedges, retaining walls, fences barriers and railings within the road line;

(52) ‘Road Width or Width of Road/Street’ means the whole extent of space within the boundaries of a road when applied to a new road/street as laid down in the city survey or development plan or prescribed road lines by any act of law and measured at right angles to the course or intended course of directions of such road;

(53) ‘Sanctioned Plan’ means the set of plan and specifications submitted under the bye-laws in connection with a building and duly approved and sanctioned by the authority;

(54) ‘Sanctioning Authority’ means:

(a) The Commissioner of the Andhra Pradesh Capital Region Development Authority;
(b) The Metropolitan Commissioner of the respective Metropolitan Region Development Authority;
(c) The Vice Chairman of the respective Urban Development Authority;
(d) The Commissioner of respective Urban Local Body;
(e) The Executive Authority of the Gram Panchayat;
(f) The Executive Authority of the Special Unit created as the case may be for the purpose of sanctioning and monitoring building and development activity, as applicable.

(55) ‘Scheme’ means a Town Planning Scheme/Land Pooling Scheme and includes a plan relating to such Scheme;

(56) ‘Service Lane’ means a lane provided at rear or side of a plot for service purposes;

(57) ‘Set back’ means the space to be left fully open to sky from the edge of the building to the property line or boundary of the street. No built-up space shall be provided within the setback except specifically permitted projections and other structures under the rules;

(58) ‘Settlement’ means human settlement, whether urban or rural in character. It includes habited villages, towns, townships, cities and the areas notified under the control of the Authority;

(59) ‘Sewage’ means night soil and other contents of water closets, latrines, privies, urinals, cesspools or drains and polluted water from sinks, bathrooms, stables, cattle sheds and other like places and includes trade effluent and discharges from manufactories of all kinds;

(60) ‘Street’ means any means of access, namely, highway, street, lane, pathway, alley, stairway, passageway, carriageway, footway, square, place or bridge, whether a thoroughfare or not, over which the public have a right of passage or access or have passed and had access uninterruptedly for a specified period, whether existing or proposed in any scheme, and includes all bunds, channels, ditches, storm-water drains, culverts, sidewalks, traffic islands, roadside trees and hedges, retaining walls, fences, barriers and railings within the street lines;

(61) ‘Street Line’ means the line defining the side limits of a road/street;

(62) ‘Street level or Grade’ means the officially established elevation of grade of the central line of the street upon which a plot fronts and if there is no officially established grade, the existing grade of the street its mid-point;

(63) ‘To Abut’ means to abut on a road such that any portion of the building is fronting on the road;

(64) ‘Underground/Overhead Tank’ means underground / overhead water tank, constructed or placed to store water;

(65) ‘Village Settlement or Grama Khantam or Agraharam Abadi’ means all lands that have been included as Agraharam / Abadi by the Government/ Collector within the site of village and includes existing villages hamlets;

(66) ‘Water Course / Nala’ means a natural channel or an artificial one formed by draining or diversion of a natural channel meant for carrying storm and wastewater;

(67) ‘Water Supply System’ means a water supply system of a building or premises consists of the water service pipe, the water distribution pipes, and the necessary connecting pipes, fittings, control valves, and all appurtenances in or adjacent to the building or premises;

(68) ‘Water Works’ for public water supply include a lake, stream, spring, well, pump, reservoir, cistern, tank, duct whether covered or open, sluice, main pipe, culvert, engine, water-truck, hydrant, standpipe, conduit and machinery, land, building or thing for supplying or used for supplying water or for protecting services of water supply;

(69) ‘Zonal Development Plan’ means a plan detailing out the proposals of Master Plan / General Town Planning Scheme.

## CHAPTER – II

## PROCEDURAL REQUIREMENT FOR OBTAINING LAND DEVELOPMENT /LAYOUT PERMISSION

**3. Interpretation**

In these Rules/Bye-Laws, the use of present tense includes the future tense, the masculine gender includes the feminine and the neuter, the singular number, includes the plural and the plural includes the singular. The word person includes a corporation as an individual, writing includes printing, typing and electronic mail and signature includes thumb impression made by a person who cannot write, if his name is written near to such thumb impression.

**4. Development and Alteration of Layout**

Except as hereinafter or otherwise provided, these Rules shall apply to all land developments, formation of private road and redevelopment of a Layout / Plot as well as to the design, redesign, additions and alterations to a layout.

**5. Part Development**

Where the whole or part of a layout is altered or redesigned, except where otherwise specifically stipulated, these Rules shall apply only to the extent of the work involved.

**6. Existing Approved Layout**

Nothing in these Rules shall require the removal, alteration or abandonment nor prevent continuance of the lawfully established use or occupancy of an existing approved land/layout development unless, in the opinion of the Executive Authority or Competent Authority such a land/layout development is unsafe or constitutes to be a hazard to the safety of adjacent area or to the occupants of the layout area itself.

**7. Procedure for obtaining Land / Layout Development Permission**

**(1) Land / Layout Development Permission Required**

(a) No person or a corporate body of the Government or a private corporate body shall carry out any land development or redevelopment or carry out layout or sub-divide or utilize the land or any portion of the same on the site or sites for building purpose including sub-division on any plot or additions, alterations in any layout or cause to be done without obtaining approval from the Executive/Competent Authority for the Land/Layout Development Plan.

(b) The owner of any land shall, before he/she utilizes, sells, leases or otherwise disposes off such land or any portion thereof, as sites for construction of any type of building or for taking up any development activity, shall--

(i) obtain the land/layout development permission from the Executive/Competent Authority.

(ii) develop the amenities and utilities such as roads, streets, drainage, avenue plantation and park, playground and other developments as required under these rules.

(c) No permission for the construction of buildings in such land or portion thereof shall be granted by the concerned Authority unless the above are complied with.

(d) In cases where development has already been started / commenced on site for which development permission in writing of the Competent Authority is not obtained, but whereas the development on site is in accordance with the provisions of these rules, on submission of the application as prescribed the development permission for such work on site without the prior permission may be granted by the Competent Authority on the merits of each individual case. For such development works, over and above such other charges/fees may be otherwise levied, the additional amount @ twice the stipulated rates shall be charged.

**(2) Application for Permission**

(a) Every person or a corporate body of the Government or a private corporate intending for Land/Layout development shall apply **in writing and or through On-Line System** to the Concerned Executive Authority of such intention in the prescribed FORM - I appended to these rules.

(b) The Executive Authority before according approval shall get prior Technical Approval of the Competent Authority i.e.

(i) the **Metropolitan Commissioner/Vice-Chairman** of the respective Development Authority if the site is in the jurisdiction of a Development Authority

**or**

(ii) the **Director of Town and Country Planning** if the site is not included in the jurisdiction of any Development Authority;

**or**

(iii) any other designated officer as authorized for such approval.

(c) The layouts prepared by the Revenue Department for distribution of pattas to the weaker section shall be in accordance with these rules. In case of Weaker Section Housing Program the guidelines issued by the State Government should invariably be followed. It is mandatory that the approval of the Competent Authority shall be obtained in all such cases through the Executive Authority.

**(3) Plans and Documents to be submitted**

The Applicant shall submit the plans and documents as stated below.

All Plans shall be submitted in the hard copy (as many number of copies as prescribed) and also soft copy in Auto-CAD format with Geo-coordinates.

**(a) Location Plan:**

Location plan drawn to a scale of not less than 1:2000 shall be submitted along with notice showing boundary, location of the site with respect of neighborhood land marks.

**(b) Site Plan:**

A Site Plan shall be drawn to scale of not less than 1:500 for areas up to 1 Hectare and not less than 1:1000 for the areas more than 1 Hectare and it shall show all Physical details of the land, boundaries of the land, the surrounding existing layouts/lands, and existing approach road to the land where the layout is proposed.

(i) The direction of North point relative to the plan of the buildings/plots;

(ii) The boundaries of the site and of any contiguous land belonging to the owner thereof and any other lands owned by the private/government;

(iii) The position of the site in relation to neighboring street;

(iv) The names and widths of the streets in which the building /plot is proposed to be situated;

(v) All existing physical structures, well, drains, trees, boulders, etc. overhead electric supply lines, natural drainage (major and minor nalas), any utility lines and water lines standing on, over or under the site etc. shall be shown;

(1) The boundaries of the site and in case where the site has been partitioned, the boundaries of the portion, owned by the applicant and also of the portions owned by others;

(2) All adjacent streets, buildings (with number of storeys and height) and premises and natural drainage and water lines within a distance of 12m of the site and of the contiguous land, if any;

(3) The nearest existing streets shall be indicated.

(vi) The means of access (approach road) from the street to the layout, and to all other sub-layouts, if any which the applicant intends to propose layout upon his contiguous land;

(vii) The ground area of the whole property and the breakup of roads and area reserved / earmarked for public purposes with the calculation for percentage in layout in terms of the total area of the plot as required under the Rules/Conditions;

(viii) Combined FMB Sketches with details of sub-divisions for the site and surroundings;

(ix) Parking plans indicating the parking spaces and drive ways;

(x) Such other particulars as may be prescribed by the concerned Executive / Competent Authority.

**(c) Layout/Sub-division Plan:**

A Layout Plan drawn to a scale of not less than 1:500 showing boundaries of land, proposed number of plots with dimensions and area of each plot and its uses as per these rules, alignment and width of the proposed streets/roads, dimensions and areas of reserved / earmarked for public proposes are provided according to these rules;

In the case of development work the notice shall be accompanied by the layout / sub - division plan which shall be drawn on a scale of not less than 1:500 containing the following:

(i) North Point;

(ii) Scale used ;

(iii) Dimensions: All dimensions shall be indicated in **metric units** only.

(iv) The location of all proposed and existing roads with their existing and proposed prescribed widths:

(v) Dimensions of plot along with building lines showing the setbacks with dimensions within each plot:

(vi) The proposed drawings of Water Supply Network, Drainage Network, Sewer Lines, Wastewater Network, Solid Waste Management System, Electrical Ducts or lines, Telephone Lines and OFC cable etc. shall be marked on contour layout plan;

(vii) Table indicating size, area and use of all the plots proposed;

(viii) A statement indicating the total area of the site, area utilised under roads, open spaces for parks, playgrounds, recreation places and development plan reservations, schools, shopping and other public places along with their percentage with reference to the total area of the site proposed to be sub divided;

(ix) In case of plots which are sub-divided in built-up areas in addition to the above, the means of access to the sub-division from existing streets;

(x) The alignment of existing and proposed roads and other proposed uses as per Master Plan/Zonal Development Plan;

(i) The existing High Tension / Low Tension Electricity Lines, Water Mains, Sewer Lines, Telephone and Telegraph Lines, Alignment and Right-of-Way of National/State Highways, Major/Minor District Roads, Ring Roads passing through the layout site; and

(ii) Layout number or plot number of the property on which the layout is intended to be proposed is to be indicated on the drawing; (Example: ward/ Street number/ Plot No).

**(d) Landscape Plan**

Landscape plan shall be prepared for the development of the circulation and parking spaces, pathways (hard surface), greenery and plantation (soft area) etc. and shall be drawn in the scale of

(i) 1:100 for plots up to 500sq.m in size

(ii) 1:500 for plots above 500sq.m.

**(e) Urban Design and Architectural Control**

For certain areas as well as sites abutting major roads of 30m and above, the Competent Authority may enforce urban design and architectural control. These shall be detailed out keeping in view the development requirements given in these Rules and the National Building Code norms. For this purpose, urban design and architectural control sheets / Plans approved by the Competent Authority shall be complied with.

**(f) Service Plan and Water Supply Provisions**

(i) Plans, elevations and sections of water supply, sewage disposal system and to facilitate reuse of sullage water for gardening and washing purposes and details of building services shall be made on the scale not less than 1:100.

(ii) For recharging ground water, rain water-harvesting provisions are to be provided within the layout/plot, which are to be indicated on the plans with detailed description and also indicating plans including cross-section of rain water structures.

**(g) Other Documents**

(i) Initial Permit Fee to be paid along with Land /Layout Development Application and other fee and charges as prescribed by the Executive/Competent Authority;

(ii) Self-Attested copies of Ownership Documents /Lease-deed/Sale-deed, pattadar passbook, Adangal, RSR with Link Documents giving the physical description of the property;

(iii) Latest Non Encumbrance Certificate for the site proposed for development from the Registration Department;

(iv) Extract of Land Use Plan (as per Master/Zonal/ Indicative Land Use Plan);

(v) NOC from the District Collector in case of Assigned Lands and Alienated Lands;

(vi) NOC from the Revenue Department under the Andhra Pradesh Agricultural Land (Conversion for Non-Agricultural Purpose) Act, 2006;

(vii) Statement of the details and dimensions of each plot, percentage of area under public open spaces, roads, amenities and plotted area; in the prescribed form in Appendix - A;

(viii) An undertaking for mortgage of plots and area reserved for Public Open Space to the extent specified in favor of Competent Authority/Executive Authority as security for providing required infrastructure and amenities (if the applicant fails to provide) in the form prescribed in Appendix - B appended to these rules;

(ix) Undertaking in prescribed form jointly by owner and qualified Licensed Technical Personnel (surveyor / engineer) (in Form - I) for carrying out the development works as per prescribed standards and these rules;

(x) If the proposed layout is getting access through canal bund/tank bund or crossing a canal, the NOC form Irrigation and Revenue Departments shall be submitted;

(xi) If the layout area is at a distance less than 30m distance of the Railway boundary the NOC from Railways shall be submitted;

(xii) If the layout area is abutting to National Highways and State Highways the NOC from respective Authorities shall be submitted;

(xiii) If the layout area is within a distance of 500m of the Military Areas the NOC from concerned Authorities shall be enclosed.

(xiv) NOC from the Oil/Gas Authority wherever required.

(xv) NOC from Environmental Impact Assessment Authority (wherever required).

(xvi) NOC from Forest Department if the site is abutting notified Forest.

(xvii) NOC from State Archaeological Department wherever required.

(xviii) NOC from Coastal Zone Management Authority wherever required.

(xix) NOC from APSPDCL regarding future proposals in the prescribed layout;

(xx) Any other information/document, which may be prescribed by the Competent Authority;

**(h) Notations for Colouring of Plans**

The Plans shall be printed on one side of paper only and details shall be colored as specified in the following table.

**TABLE – 1**

**Notations for Colouring of Plans**

| Sl. No. | Item | Site Plan | | | Building Plan | | |
|---|---|---|---|---|---|---|---|
| | | White Plan | Blue Print | Ammonia Print | White Plan | Blue Print | Ammonia print |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 |
| 1 | Plot Lines | Thick Black | Thick Black | Thick Black | Thick Black | Thick Black | Thick Black |
| 2 | Existing Street | Green | Green | Green | -- | -- | -- |
| 3 | Future Street, if any. | Green dotted | Green dotted | Green dotted | -- | -- | -- |
| 4 | Permissible building lines | Thick dotted Black | Thick dotted Black | Thick dotted Black | -- | -- | -- |
| 5 | Open spaces | No Colour | | | | | |
| 6 | Existing work | Black (outline) | White | Blue | Black | White | Blue |
| 7 | Work proposed to be demolished | Yellow hatched | Yellow hatched | Yellow hatched | Yellow hatched | Yellow hatched | Yellow hatched |
| 8 | Proposed work | Red filled in | Red | Red | Red | Red | Red |
| 9 | Drainage & sewerage work | Red dotted | Red dotted | Red dotted | Red dotted | Red dotted | Red dotted |
| 10 | Water supply work | Black dotted thin | Black dotted thin | Black dotted thin | Black dotted thin | Black dotted thin | Black dotted thin |

**(i) Signing the Plans and Application**

All the Plans and Application for Land Development Permission shall be duly signed by the owner and developer if any; and the Licensed / Registered Technical Personnel i.e. Architect / Engineer / Surveyor / Town Planner as the case may be. They shall give their present and permanent addresses and license/Registration details.

**(j) Permit Fees and other Charges**

(i) No Land/Layout Development Application shall be deemed valid unless and until the owner/developer submitting the application has paid the Land Development Permit Fees and other charges as notified by the concerned Authority from time to time as per the procedure prescribed.

(ii) The Initial Permit Fee of the Land/Layout Development Permission to be paid along with the Application is as follows:

**TABLE - 2**

**INITIAL PERMIT FEE TO BE PAID ALONGWITH LAND DEVELOPMENT / LAYOUT APPLICATION**

| Land Area (Hectares) | Initial Permit Fee to be paid (Rs.) | | |
|---|---|---|---|
| | GVMC<br>VMC<br>GMC | Other Municipal Corporations, Selection Grade & Special Grade Municipalities | Other Municipalities, Nagar Panchayats, and Gram Panchayats falling Development Authorities and Master Plan areas |
| Up to 2 | 10000 | 7500 | 5000 |
| Above 2 and up to 10 | 15000 | 12500 | 10000 |
| Above 10 | 20000 | 17500 | 15000 |

(iii) The Land/Layout Development Permit Fees together with other fees and charges as prescribed by the Government/Development Authority/Local Authority shall be paid before the issue of permission / sanction on intimation.

(iv) In case of rejection of Land/Layout Development Application, the above initial fees paid would be forfeited.

**(k) Levy of Special Fees and Other Provisions for Certain Areas**

The Sanctioning Authority with the specific approval of the Competent Authority / Government, when implementing certain Capital Intensive Projects for the Local Authority / Development Authority, may levy Special fees and other fees / charges for lands / sites / premises abutting or in the vicinity of the Ring Road or other highways/major roads or the Mass Rail Transit

System/Light Rail Transit System/Multi Modal Transit System/Bus Rapid Transit System route indicated in the Master Plan or as proposed, at the rates and procedure prescribed by the Competent Authority / Government. The procedure for collection of this fee shall be as prescribed.

**(l) Mortgage of Plotted area/Public Open Space area for ensuring the development of 'Internal Development Works':**

(i) For release of the Final Layout Plan [FLP], the Owner / Applicant shall mortgage (in the form prescribed in Appendix – B) 15% of the Plotted Area and 10% of the Public Open Space area shown in the Final Layout Plan [FLP] in favour of Development Authority / Executive Authority for ensuring the development of 'Internal Development Works' within the prescribed time in the layout area which is obligatory on the Owner/Applicant.

(ii) The mortgage is purely a measure to ensure compliance of the conditions for development of 'Internal Development Works' by the owner/applicant and the Development Authority / Executive Authority is in no way accountable to the plot purchasers in the event of default by the owner/applicant.

(iii) In case, the owner/applicant fails to develop the layout area with all the 'Internal Development Works' within the prescribed time as specified by the Development Authority / Executive Authority, the area so mortgaged shall be forfeited and also liable for any criminal action taken up by Development Authority / Executive Authority under the provisions of the Acts.

(iv) The 15% of plotted area mortgaged will be released to the owner/applicant on completion of the 'Internal Development Works' and then only the Final Layout Plan [FLP] will be released to the owner/applicant.

(v) In case of any failure to develop the 'Internal Development Works', Development Authority / Executive Authority shall develop the 'Internal Development Works' as per the Final Layout Plan [FLP] duly withdrawing the mortgaged area and may sell/auction/choose any mode of disposal of such plotted area without any further notice to the owner/applicant for realizing the funds required for provision of the 'Internal Development Works'.

(vi) The owner/applicant is not eligible and competent to question Development Authority / Executive Authority about the receipt of the amount in the auction or allotment and also expenditure for undertaking the 'Internal Development Works'.

(vii) The concerned authority shall not consider any building/development permission in the area under mortgage to Development Authority/Executive Authority and in other plots of the layout in general and until and unless the owner/applicant completes the developmental works/pays required charges.

(viii) On receipt of the mortgage deed from the Sub-Registrar and also the latest certificate of Encumbrance on the Property from the sub-Registrar in favour of Development Authority/Executive Authority. The Final Layout Plan [FLP] shall be sent to the owners/developers for development and also construction of compound wall for the Public Open Space.

(ix) A copy of the Final Layout Plan [FLP] shall also be sent to the Sub-Registrar of the Registration Department indicating the mortgaged area and other area permitted for sale. The Sub-Registrar shall be specifically addressed to ensure that no sale transaction takes place in the mortgaged area till further communication is sent by the Development Authority/Executive Authority to the Registration Department.

(x) On completion of all the developmental works shall submit requisition letter to the Development Authority/Executive Authority for release of mortgaged plots, duly handing over public open spaces, master plan roads and roads by way of registered gift deed to the Local Authority.

**(4) Grant of Permission or Refusal:**

(a) The Layout proposals with plans / drawings and specifications may be sanctioned with or without modifications or directions as are deemed necessary or refused within:

(i) **90 days** from the date of Notice in case of layout applications;

(ii) If any application is not disposed of within a period of 90 days from the date of receipt it shall be deemed to have been sanctioned in accordance with the provisions of these rules;

(iii) However any construction or development of layout carried out under deemed provisions cannot be in contravention of any of the layout and building rules;

(b) Such sanction may be refused on any of the following grounds namely:

(i) Applications not received in the prescribed form and not accompanied by the documents mentioned in these rules;

(ii) The land is not getting access from the Public Approach Road.

(iii) The proposed street or road and also use of the land in the layout does not conform to the provisions of the Act or the Master Plan/Zonal Development Plan/any other sanctioned plan or zoning regulations and these rules;

(iv) The proposed street or road of the layout is not so planned as to connect at least at one end with a street which is already open;

(v) Linkages with the adjoining layouts are not proposed;

(vi) The required area and locations for public purposes specified in these rules has not been set apart; and

(vii) Overall Layout pattern, % of various uses and their locations are not in a regular order.

(c) If a reply is not received from the applicant within stipulated time after the receipt of the communication referred above, the original application shall be treated as having lapsed.

(d) No Application shall be valid unless the information required by the Authority under the Rules or any further information which may be required has been furnished to the satisfaction of the Authority and required fees has been paid;

(e) The Owner /Licensed or Registered Technical Person and other shall be fully responsible for any violation of Master Plan/ Zonal Plan / Planning Scheme / Land Development Rules, Architectural Control, Lease Deed Conditions etc. In case of any default they shall be liable for action. Any development/construction so made shall be deemed to be unauthorized.

**(5) Process of Application**

(a) On receipt of the application for Land/Layout Development Permission, the Executive Authority shall examine the same with reference to the rules and duly verifying the details on ground and shall forward the application along with all the enclosures and remarks to the Competent Authority within the Seven (7) days;

(b) And in case the application and the required particulars are not in order, the Executive Authority may call for further particulars, if required and necessary within the prescribed Seven (7) days' time.

(c) The applicant shall furnish the required particulars within Seven (7) days from the date of receipt of the notice by him;

(d) The Executive Authority shall thereafter forward the Application to the Competent Authority, with the layout plan and full particulars within a period of Seven (7) days from the date of receipt of particulars from the applicant;

(e) The Competent Authority within Ten (10) days shall examine the proposals in detail with reference to these rules and either accord technical sanction for Tentative Layout Plan [TLP] prepared

showing the road pattern in accordance with the Master Plan/Zonal Development Plan/Land Pooling Scheme Plan/Town Planning Scheme Plan/any other Sanctioned Plan vis a vis the existing development on ground, Blocks of the proposed Plots (at this stage the plot boundary each plot need not be shown) and the Public Open Spaces for parks, play grounds, etc. and any other proposal for amenities or call for further particulars if any required addressing the applicant and duly informing the Executive Authority.

(f) In case the Tentative Layout Plan [TLP] is forwarded, the applicant shall demarcate the Tentative Layout Plan [TLP] pattern on ground [Demarcation of the TLP means the road pattern, public open spaces, areas earmarked for amenities and the blocks of the plots as shown in the TLP shall be peg marked on ground and the measurements shall be taken and the layout plan shall be prepared duly showing the measurements and differences if any from that of the TLP] within Fifteen (15) Days.

(g) The applicant shall inform the Executive Authority and the Competent Authority duly enclosing the Demarcated Layout Plan [DLP] as demarcated on ground duly stating the differences if any from that of the TLP.

(h) If the TLP is not acceptable to the applicant, he shall submit the request for revision duly stating the reasons for the same within Seven (7) days. He shall submit the application through the Executive Authority duly sending a copy to the Competent Authority also.

(i) On receipt of the Demarcated Layout Plan (DLP) from the applicant, the Executive Authority shall inspect the site and submit a feasibility report within Seven (7) days to the Competent Authority;

(j) The Competent Authority shall inspect the site if required and examine the Demarcated Layout Plan [DLP] with reference to the rules in force and issue the Final Layout Plan (FLP) showing the road pattern in accordance with the Master Plan/Zonal Development Plan/Land Pooling Scheme Plan/Town Planning Scheme Plan/any other Sanctioned Plan vis a vis the existing development on ground, proposed Plots (at this stage the plot boundary each plot shall be shown with dimensions) and the Public Open Spaces for parks, play grounds, etc. and any other proposal for amenities and assign the **Final Layout Plan [FLP] No.** ***[with unique number as specified]*** within Fifteen (15) days and send it to the Executive Authority;

(k) The Executive Authority shall, within Seven (7) days, send a copy of the Final Layout Plan (FLP) to the applicant along with the conditions and modifications if any and with the details of the provision of amenities and also directing him to mortgage 15% of the area of the proposed plots and 10% of the gross area of the layout which is reserved for Public Open Space in favor of the

Development Authority/Executive Authority (in the form prescribed in Appendix – B) [as a measure of security for provision of amenities i.e. Water Supply, Wastewater disposal, Electricity, Roads and Solid Waste Management etc. to be provided by the applicant] within ten (10) days. [vide rule 7 (3) (l)].

(l) After receipt of such mortgage the applicant shall be directed to form the roads, to provide Drainage and Water Supply pipes and Electricity poles and other utilities, Compound wall to the area reserved for Public Open Space for Park / Playground, utilities and affordable housing area as per specifications in the FLP within prescribed time and to hand over to Executive Authority through Registered Gift Deed at free of Cost.

(m) In case of any failure to fulfil the conditions within the prescribed time, the Development Authority / Executive Authority shall develop the 'Internal Development Works' as per the Final Layout Plan [FLP] duly withdrawing the mortgaged area and may sell/auction/choose any mode of disposal of such plotted area without any further notice to the owner/applicant for realizing the funds required for provision of the 'Internal Development Works'.

(n) No building shall be constructed in the layout area in the plots which are mortgaged to Competent Authority / Executive Authority, unless re-conveyance deed is executed by Competent Authority / Executive Authority.

(o) After fulfilling the above conditions the Executive Authority shall sanction and release the Final Lay out Plan [FLP] to the applicant for adoption.

(p) Unless the conditions specified above are fulfilled, the owner shall not be entitled to utilize, sell, lease or otherwise dispose of the plots or any portion thereof;

(q) All the roads and public open spaces such as parks and playgrounds earmarked in the Final Layout Plan [FLP] in accordance with these rules, which is sanctioned by the Executive Authority shall automatically stand transferred free of cost, and vest with the Local Authority free from all encumbrances. After such vesting, the Executive Authority shall maintain all such areas reserved for Public purposes for which they have been earmarked in the Final Layout Plan [FLP] without any deviation.

**(6) Maintenance of Land/Layout Development Application Register**

The Executive Authority shall maintain Land/Layout Development Application Register of all land developments, layouts, fees and charges collected in prescribed manner containing the necessary particulars including information as to the manner in which Applications for permission have been dealt with.

**(7) Duration of Sanction**

(a) The Land/Layout Development shall be commenced within **One year** from the date of sanction.

(b) The duration of completion of Land/Layout Development from the date of sanction is valid for a period of **3 years** subject to the condition that development shall be commenced within a period of one year.

(c) The permit shall be got revalidated for another **2 years** before the expiry of the validity period and revalidation shall be subject to the rules then in force. The application for revalidation shall be treated as one for a new application.

(d) The Fee for revalidation for Land/Layout Development Permission shall be paid as prescribed by the Competent Authority.

(e) No development activity shall be carried out after the expiry of validity period.

(f) No completion/occupancy shall be entertained after the expiry of valid extension of time for development.

**(8) Revalidation**

(a) If the applicant fails to complete or partly completed the land development within the validity period and if the development done so far is in accordance with the rules, then the applicant may submit an application for revalidation duly paying the fee and charges as prescribed and the Competent Authority may issue the permission for revalidation for a further period of 2 years as a one-time measure in the prescribed Land Development Permission Revalidation Order.

(b) Application for such revalidation shall be submitted along with the following documents:

(i) Original sanctioned plan;

(ii) Revalidation fee as prescribed;

(iii) Ownership documents or Affidavit for updated ownership document after previous sanction.

(iv) NOC required from lessor in case the property is lease hold, for time extension for construction.

(v) Documents in support of Land Development, if any, having been done within valid period of sanction;

(vi) Certificate of supervision from the Licensed Technical Personnel that the development is being carried out under his supervision according to the sanctioned plans.

(c) The application for revalidation shall be processed and revalidation or objection, if any, shall be communicated to the applicant as prescribed for **Process of Application** for the Land/Layout Development Permission.

**(9) Revocation of Permission**

The Executive Authority after consulting the Competent Authority, may revoke any Land/Layout Development Permission issued under the provisions of the Rules duly giving an opportunity to the applicant to represent if any, wherever there has been any false statement, misrepresentation of material facts in the application on which the permission was based and shall be communicated to the applicant in the prescribed form for Revocation of Permission.

**(10) Penal Action against Licensed Technical Personnel**

(a) The Executive Authority reserves the right to take action and to debar/black list the Licensed Technical Personnel i.e., Architect, Engineer, Plumber, Structural Engineer, Supervisor and Town Planner, if found to have deviated from the professional conduct or to have made any misstatement or on account of misrepresentation of any material fact or default either in authentication of a plan or in supervision of the development against these rules and the sanctioned plans.

(b) If the Executive Authority finds at any time any violation of the building Rules or misrepresentation of fact, or development at variance with the sanction or these Rules, inclusive of the prescribed documents, the Executive Authority shall be entitled to revoke the sanction and take appropriate action against such Licensed Technical Person and he shall not be authorized to submit the plans, fresh plans till finalization of the case.

(c) Before debarring or blacklisting such Licensed Technical Person if found to be indulging in professional misconduct or where he/she has misrepresented any material fact the Local Authority shall give him a show-cause notice with a personal hearing.

**(11) Supervision and Execution of Drainage / Sanitary works**

A certificate of supervision and execution of construction of roads, drainage, sanitary works, water supply, electricity and landscaping shall be enclosed in the prescribed Form by the Architect / Engineer / Supervisor as the case may be.

**(12) Notice for commencement of work**

Before commencement of the Land/Layout development work for which permission has been given, the owner/applicant shall give a **Notice of Commencement** in the prescribed Form within the specified time to the Executive Authority of his intention to start the development.

In case the owner commences the work without giving commencement notice, he may be penalized by imposing penalty as prescribed.

**(13) Documents to be kept at site**

The following documents shall be kept at the Site during Land/Layout Development.

(a) A copy of sanctioned plan exhibited in a conspicuous place on the property in respect of which the permission was issued.

(b) A copy of the approved drawings and specifications of the development with regard to construction of roads, drainage, sanitary works, water supply, electricity and landscaping.

(c) A set of records of test data where tests of soil, any materials are made to ensure conformity with the requirements, shall be kept available for inspection during the land development and for such a period thereafter as required by the Authority.

(d) The LTP shall also maintain a Site Register giving the details of the material used and the progress of the works on ground.

**(14) Checking of Land/Layout Development and Enforcement**

In addition to the enforcement powers and responsibilities given in the respective laws of the local authority, in respect of these Rules:

(a) It shall be the responsibility of the Owner/Developer/ Licensed Technical Personnel to ensure that the development is in accordance with the sanctioned plans [FLP].

(b) The Enforcement Authority concerned shall be wholly and severally responsible for ensuring and maintaining the right of way/width of the road and development restrictions as given in these Rules.

(c) The Enforcement Authority shall summarily remove any violation or deviation in development.

(d) Any person who whether at his own instance or at the instance of any other person or anybody including the Government Department undertakes or carries out construction or development of any land in contravention of the statutory master plan or without permission, approval or sanction or in contravention of any condition subject to which such permission or approval or sanction has been granted shall be punished with imprisonment for a term which may extend to three years, or with fine which may extend to ten percent of the value of land or building including land in question as fixed by the Registration Department at the time of using the land or building. Provided that the fine imposed shall, in no case be less than fifty percent of the said amount.

**(15) Notice of Completion**

(a) Every owner/developer shall submit a **Notice of Completion** in the prescribed Form to the Authority regarding completion of the work on or before the last date as stipulated in the permission.

(b) The notice of completion shall be submitted by the owner/ developer duly signed by the Licensed Technical Personnel, who has supervised the development, accompanied by two sets of completion plans (as in the case of sanctioned plan including one cloth mounted copy) and the following documents along with the prescribed fee if any:

(i) Two sets of photographs of the land development from all sides and also the Public Open Spaces and Amenity areas duly signed by Owner, Developer and Licensed Technical Personnel.

(ii) Two sets of photographs of the development of the Public Open Spaces and Amenity areas duly signed by Owner, Developer and Licensed Technical Personnel.

(iii) Two sets of photographs of the Rain Water Harvesting Structures, Solar Energy Structures and Recycle of Water Treatment Plants duly signed by Owner, Developer and Licensed Technical Personnel.

(iv) A certificate by the Owner, Developer and Licensed Technical Personnel for construction of roads, drains, Electricity, Sanitary and water supply work, under their supervision and in accordance with the approved specifications and sanctioned plans as applicable.

(v) A certificate by the Owner, Developer and Licensed Technical Personnel with regard to the construction of Rain Water Harvesting Structures, Solar Energy Structures and Recycle of Water Treatment Plants wherever required as per the sanctioned plans.

(vi) Any other information/document that the Authority may specify.

**(16) Land/Layout Development Completion Certificate [LDCC]**

(a) Land/Layout Development Completion Certificate [LDCC] shall be mandatory for all land developments. No person shall construct or allow any other person to construct any building or part of a building for any purpose in the site unless the Land/Layout Development Completion Certificate is issued by the Executive Authority.

(b) The Sanctioning Authority or the person authorized, on receipt of notice of completion shall undertake inspection to verify the following aspects:

(i) Construction of roads and drains as per the sanctioned plan;

(ii) Laying of Plumbing lines as per specifications;

(iii) Laying electricity lines for street lights as per the specifications;

(iv) Development of public open spaces and amenity areas as per sanctioned plans;

(v) Rain Water Harvesting Structures, as applicable.

(vi) Solar Energy Structures in Buildings, as applicable.

(vii) Recycle of Water Treatment Plants, as applicable.

(c) In case, there is a deviation in the land development, which cannot be compounded, the LLDC will be rejected and communicated to the applicant in the prescribed form.

(d) If the land development is as per sanctioned plans and these rules, the Executive Authority shall communicate the approval of the LLDC in the prescribed Form within 15 days.

(e) If nothing is communicated within this period, the LLDC is deemed to have been issued by the Executive Authority provided the fact is immediately brought to the notice of Executive Authority in writing by the person, who had given the completion notice and has not received any intimation from the Executive Authority within 15 days.

(f) If the authority fails to issue the occupancy certificate within the above stipulated period the responsibility shall be fixed with the concerned officer who fails to process the file and a fine of Rs. 1000/ per day of delay shall be collected from such person and paid to the applicant.

(g) The sanctioning authority shall ensure that the development shall be disable friendly and provide facilities for Differently abled persons, Elderly and Children as per the Rules there under and also as per the latest version of National Building Code of India while issuing occupancy certificate.

(h) The functional/line agencies dealing with electric power, water supply, drainage and sewerage shall not give regular connections to the area unless the Land Development Completion Certificate is produced.

(i) The Registration Authority shall register only the sanctioned plots as per the sanctioned land development plan and only upon producing and filing a copy of such sanctioned plan and the Land Development Completion Certificate. On the Registration Document it should be clearly mentioned that the registration is in accordance with the sanctioned land development plan and the land development completion certificate.

(j) The financial agencies / institutions shall extend loan facilities only to the permitted area as per the sanctioned plan.

**(17) Limitations of Land Development / Layout Permission**

Land Development / Layout Permission shall not mean responsibility or clearance of the following aspects:

(a) Title or ownership of the site or building

(b) Easement Rights

(c) Variation in area from recorded area of a plot / site or building

(d) Structural Reports, Structural Drawings and structural stability

(e) Workmanship, soundness of structure and materials used

(f) Quality of building services and amenities in the construction of building

(g) The site/ area liable to flooding as a result of not taking proper drainage arrangement as per the natural lay of the land, etc. and

(h) Other requirements or licenses or clearances required for the site /premises or activity under various other laws.

**(18) Licensing of Builders, Developers, Engineers, Landscape Architects, Real Estate Companies, Structural Engineers, Supervisors, Town Planners, Urban Designers & Other Technical Personnel**

(a) The Licensing of Builders, Developers, Engineers, Landscape Architects, Real Estate Companies, Structural Engineers, Supervisors, Town Planners and Urban Designers & Other Technical Personnel mandatory shall be in accordance with the rules as prescribed.

(b) Architects shall be required to be registered with the Council of Architecture as required under the Architects Act, 1972.

(c) The engaging of the services of a licensed developer/builder shall be mandatory for Land Development, Apartment Buildings, Group Housing, all types of Group Development Schemes, all High-Rise Buildings and all Commercial Complexes.

(d) Any developer/builder undertaking development or any firm doing property business in any Local Authority/Urban Development Authority Area or soliciting property sale/transactions or advertising as such in case of above, shall necessarily mention the details of its licence number, licence number of the licensed developer to whom the approval is given by the said Local Authority/Urban Development Authority, together with the permit number and its validity for information and verification of public/prospective buyers.

(e) Absence of the above or suppressing of the above facts or in the case of other licenses and other technical personnel who violate the conditions would invite penal action including debarring of the real estate firm/development firm/company from practice in the local authority area for 5 years besides prosecution under the relevant laws/code of conduct by the Sanctioning Authority.

(f) Any licensed developer/builder/other technical personnel who

undertake construction in violation of the sanctioned plans shall be black-listed and this would entail cancellation of their licence besides being prosecuted under the relevant laws/code of conduct.

## CHAPTER – III

## ESSENTIAL REQUIREMENTS FOR LAND / LAYOUT DEVELOPMENT PERMISSION

**8. Restrictions on the Land/Layout Development**

**(1) Vicinity of Airport**

The Land/Layout development in the vicinity of the Airport shall be guided by the following:

(a) In case the Colour Coded Zoning Map (CCZM) is prepared by the Airport Authority of India, the guidelines issued along with the CCZM shall be followed.

(b) The building heights and other parameters shall be regulated as per the stipulations of the Airport Authority of India as notified in Gazette of India Extraordinary (S.O.1589) dated 30-06-2008 and as amended from time to time by Ministry of Civil Aviation, Government of India.

(c) The conditions as stipulated in the Andhra Pradesh Building Rules 2017 and as amended from time to time shall be followed while permitting the buildings along with Land Development if any.

**(2) Defense Establishments**

(a) In case of Sites within 500m distance from the boundary of Defense Areas/Military Establishments prior clearance of Defense Authority shall be obtained.

(b) In case of Naval Science and Technological Laboratory (NSTL), Visakhapatnam, no building shall be allowed with in a distance of 20m from the boundary wall of NSTL, Visakhapatnam.

**(3) Electrical Lines**

(a) No building or part of a building shall be constructed or re-constructed and no additions or alterations to any existing building shall be made in the intervening spaces between the building and any overhead electric supply line unless as described in Table below and specified in the Indian Electricity Rules as amended from time to time.

**TABLE - 3**

**Clearance from Overhead Electric Lines**

| Sl. No. | Type of Electrical Supply Line | Minimum Vertical clearance (m) | Minimum Horizontal clearance (m) |
|---|---|---|---|
| **(A)** | **(B)** | **(C)** | **(D)** |
| **1** | Low and Medium Voltage lines and service lines | 2.5 | 1.2 |
| **2** | High Voltage lines up to and including 11000 volts | 3.7 | 1.2 |
| **3** | High Voltage lines above 11000V and up to including 33000 volts | 3.7 | 2.0 |
| **4** | Extra High Voltage lines above 33000 volts | 3.70 plus 0.30m for every additional 33000 volts or part thereof | 2.00 plus 0.30m for every additional 33000 volts or part thereof |

(b) In case of Electricity Tower lines, the land all along below the tower line shall be developed as green belt to an extent of the width of tower base and on either side of green belt there shall be a minimum of 10m wide roads or as defined in the Master Plan.

**(4) Environmental Impact Assessment Notification-2006**

As per the provisions laid under the EIA Notification S.O.3999 (E), Dt.09.12.2016 issued by MOEF and Climate Change, GOI with reference to "Building / Construction Projects/Area Development Projects and Townships" complying with the following threshold limits fall under category B and are required to obtain prior Environmental Clearance (EC) from State Environmental Impact Assessment Authority (SEIAA), Ministry of Environment and Forests, Government of India.

**TABLE - 4**

**Building/Construction Projects/Area Development Projects and Townships**

| Project / Activity | | B Category with threshold limit | Conditions, if any |
|---|---|---|---|
| (A) | | (B) | (C) |
| 8(a) | Buildings and Construction Projects | ≥20000sq.m and <1,50,000sq.m of built up area# | #(Built up area for covered construction; in case of facilities open to the sky, it will be the activity area |
| 8(b) | Townships and Area Development Projects | Covering an area ≥ 50ha and or built up area ≥1,50,000sq.m ++ | ++All Projects under Item8(b) shall be appraised as Category B1 |

**Heritage Structures**

(a) In case of Sites located within the distance up to 100m from protected monuments as notified under Archeological Monuments and Ancient Sites and Remains Act 1955 and as amended no construction is allowed. Hence no plot shall be proposed within this distance.

(b) For the Sites located within distance of above 100m and up to 200m from the protected monuments, the construction is allowed only after obtaining prior permission from the National Monument Authority. Hence prior permission shall be submitted for considering the Land Development/Layout.

(c) For the Sites located within the vicinity of any Heritage Structure notified as per the respective law, the prior clearance from the concerned authority shall be obtained.

(d) For the development/redevelopment of any notified Heritage Structure the stipulations as prescribed by the respective authority shall be followed.

**(6) Oil / Gas Pipelines**

In case of Sites in the vicinity of Oil/Gas pipelines, clearance distance and other stipulations of the Respective Authority shall be complied with. The Oil/Gas Authorities shall also specify the clearances required stretch wise to Local Body.

**(7) Railways**

The distance between the Railway Property Boundary and the edge of the building shall be 30m as per Indian Railways Works Manual or as per No Objection Certificate (NOC) given by the Railway Authorities.

**(8) Religious Structures**

(a) In case of Sites located within a radius of 100m from the notified religious structure from time to time by the sanctioning authority, the construction is allowed up to 12m height only.

(b) For the Sites located within a radius of above 100m and up to 300m from the notified religious structure as notified from time to time, only non-high rise structures are allowed.

**(9) Site and Land Use Pattern**

Notwithstanding anything contained in these Rules, no Land Development /Layout permission on any site shall be sanctioned if:

(a) the proposed land use does not correspond to the land use in the Development Plan / Master Plan / Layout Plan or any draft/sanctioned plan for the area or the zoning regulations.
(b) the use of Layout and building or place will be a source of annoyance to, or injurious to the health of the inhabitants of the neighbourhood.
(c) the construction of any building is for public worship, which in the opinion of the Sanctioning Authority will affect the religious feelings of any class or persons in the vicinity thereof.
(d) there is deposited refuse, excreta or other offensive matter, which is considered objectionable, until such refuse, excreta or other offensive matter has been removed there from and the plot has been prepared or left in a manner suitable for land development, redevelopment or building purpose.
(e) it comprises or includes a pit, quarry or other similar excavation or any part thereof unless such plot has been prepared or left in a manner or condition suitable for land development or redevelopment or building purposes.
(f) it is liable to flood or on a slope forming an angle of more than 45 degrees with the horizontal or on soil unsuitable for percolation or on area shown as floodable area in any plan/scheme or in sandy beds, unless it is proved by the owner that construction of such a building will not be dangerous or injurious to health and the site will not be subjected to flooding or erosion, or cause undue expenditure of public funds in the provision of roads, sewers, sanitation, water supply or other public services.
(g) it is for any land development or redevelopment of land or construction in any area notified by Government of India as Coastal Regulation Zone under the Environment (Protection) Act, 1986 (29 of 1986) and Rules made there under and it shall be subject to the restrictions that may be imposed by Government of India contained in the said notification as amended from time to time.
(h) it is in areas of natural waterways or drains and if the building is to be constructed over or under a municipal drain, sewerage line, electrical line, water main, any other government or public land, or public utility services;
(i) the required permission/No Objection Certificates of any other Departments/Agencies as required under law has not been obtained for any land developments and constructions.

**(10) Vicinity of important buildings**

No private building exceeding 10m height shall be permitted within 200m radius from the boundary of the Governor's House, State Secretariat, Legislative Assembly, Official Residences of Chief Justice of High Court, Chief Minister, Heads of Legislature and such other buildings as may be notified by the ULB/Government from time to time. Hence the Land Development/Layout shall be considered subject to this condition.

**(11) Water Bodies**

(a) No building / Land Development shall be approved in the bed of water bodies like river or nala and in the Full Tank Level (FTL) of any lake, pond, cheruvu or kunta / shikam lands.

Unless and otherwise stated, the area and the Full Tank Level (FTL) of a Lake / Kunta shall be reckoned as measured and as certified by the Irrigation Department and Revenue Department.

(b) The above water bodies and courses shall be maintained as Recreational/Green Buffer Zone and no building activity / Land Development shall be carried out within:

(i) 100m from the boundary of the River outside the limits of Local Authorities and 50m within the limits of the Local Authorities. The boundary of the river shall be as fixed and certified by the Irrigation Department and Revenue Department.

(ii) 30m from the FTL boundary of Lakes / Tanks / Kuntas of area 10Ha and above.

(iii) 9m from the FTL boundary of Lakes / Tanks / Kuntas of area less than 10Ha / shikam lands;

(iv) 9m from the defined boundary of Canal, Vagu, Nala, Storm Water Drain of width more than 10m.

(v) 2m from the defined boundary of Canal, Vagu, Nala, Storm Water Drain of width up to 10m.

(c) Unless and otherwise specified in the Master Plan/Zonal Development Plan.

(i) In case of (b) (i) & (ii) above, the buffer zone may be utilised for road of minimum 12m width, wherever feasible.

(ii) In case of (b) (ii) above, in addition to development of recreational / green belt along the foreshores, a ring road or promenade of minimum 12m may be developed, wherever feasible 3.6m walking / cycle track within the 30m buffer strip may be provided.

(iii) The above buffer zone to be left may be reckoned as part of tot lot or organized open space and not for setback requirements.

(iv) In case of areas along the sea coast, the Coastal Regulation Zone Regulations shall be followed.

**9. Land use:**

(1) The permission for Land/Layout Development shall be considered in sites in accordance with the provisions of the Perspective Plan/ Master Plan/Zonal Development Plan/any other sanctioned plan or any other draft plans notified under the respective Acts.

(2) The Land uses as permissible under the respective zoning regulations shall be complied with.

(3) The land/layout development permission shall be in accordance with the circulation pattern and road widths as proposed in the plans as at sub rule (1) above.

**10. Approach Road:**

(1) The site proposed for land/layout development/redevelopment shall have access from an established public approach road.

(2) The applicant shall widen such public approach roads to a minimum width of 12m or to the width in accordance with the Perspective Plan/ Master Plan/Zonal Development Plan/any other sanctioned plan or any other draft plans notified under the respective Acts within his site for easy movement of people and vehicles.

(3) No plot in the layout shall get direct access from any National or State Highway or Ring Road or Expressways or any road which is proposed in the Master Plan or any other sanctioned plans as 30m or more in width. The access shall be through a service road of at least 12m wide which shall be proposed within the layout site.

**11. Minimum Size of Plots:**

(1) Residential Plots:

(a) The minimum size of plots shall be 100sq.m which is getting access from 12m wide road and the frontage (width facing the road) of the plot shall be not less than 8m.

(b) The minimum Plot size shall be 150sq.m if the road width is more than 12m and the frontage of the plot shall be not less than 10m.

(2) Commercial Plots: The minimum Plot size shall be 150sq.m and the frontage of the plot shall be not less than 10m.

(3) Industrial Plots: The minimum Plot size shall be 500sq.m and the frontage of the plot shall be not less than 12m.

**12. Roads in the Land/Layout Development:**

(1) In case the road network proposed in the Perspective Plan/Master Plan/Zonal Development Plan/any other draft or sanctioned plan and the road widths proposed in the Road Development Plan/Ring Road/Expressways or any road approved by the Competent Authority are falling in the proposed area, the same shall be incorporated and adhered in the Land/Layout Development and the width and the pattern shall be followed without any change.

(2) Where ever Perspective Plan/Master Plan/Zonal Development Plan/ any other draft or sanctioned plan or Road Development Plan are not available, the minimum width of roads proposed in the land/layout development for National Highway shall be 60m, State Highways shall be 30m and Major District road shall be 20m.

(3) In case of Commercial and Industrial Layouts, the minimum width of the road shall be 12m.

(4) The minimum width of the roads with reference to the length proposed shall be as indicated in the Table - 5 below.

**TABLE - 5**

**Width of the Roads with reference to the Length of the Roads**

| **S. No.** | **Length of the Road (m)** | **Minimum Road Width (m)** | **Splay required (m)** |
|---|---|---|---|
| **A** | **B** | **C** | **D** |
| **1** | Up to 120 | 12 | 3 |
| **2** | Above 120 up to 500 | 18 | 5 |
| **3** | Above 500 up to 1000 | 24 | 5 |
| **4** | Above 1000 | 30 or more width as decided by the Competent Authority | 6 |

Note: The above is a guideline. However the hierarchy of the road widths as per the planning standards and transportation planning principles shall be followed in deciding the higher road widths depending on the location of the site and nature of development and the decision of the Competent Authority is final in the matter.

**13. Reservation and Allotment of Land:**

(1) The reservation and allotment of land for various purposes in the land / layout development shall be as follows:

(a) 1% of the layout area for Utilities
(b) 2% of the layout area for Amenities (Saleable area)
(c) 5% of the layout area for Affordable Housing
(d) 10% of the layout area for Public Open Space

(2) The area reserved for **Public Open Space** shall be handed over to the Local Authority free of cost through a registered gift deed. This area shall be used only for Parks, Playgrounds, Gardens, Nursery, Recreational Open space etc. and shall not be utilized for any other purpose for which it is transferred. The Applicant shall construct a compound wall as per the design prescribed for this site and handover to the Local Authority.

(3) The areas reserved for **utilities** shall be handed over to the Local Authority free of cost through a registered gift deed. This area shall be utilized only for community facilities such as Electrical Substation, Government school, Government Dispensary, Ward Office, Public Utility Office, Public Library, Water Reservoir, Rain water harvesting structures, Police Station/outpost, Public Parking, Fire Station, Bus Station etc.

(4) The stamp duty is exempted for handing over the areas reserved for public purpose and amenities to the concerned local authorities through Registered Gift (settlement) deed.

(5) The areas reserved for Public Open Spaces and utilities shall be as far as possible provided in one place if they are small in area or at not more than two to three locations depending on layout area. These locations shall be preferably at the central area of the layout area. As suggested by the town planner, the areas shall have regular shape and size and the minimum width of such area shall be not less than 12m.

(6) Every such area shall have independent means of access.

(7) In case, the area for which the Land/Layout Development sought for falls in sanctioned Master Plan or Zonal Development Plan or Draft Plan, if a portion of this land falls in the area earmarked/reserved in such plans for a common public purpose in the interest of general development of the locality, the owner of such land shall transfer such percentage of the area of layout as prescribed in sub-rule (1) free of cost to the Local Authority.

(8) In other cases i.e., if the area so earmarked in the Land/Layout Development under reference are more than such percentage as prescribed in sub-rule (1) he shall also transfer the entire area so proposed to be reserved in the layout and he is entitled to receive compensation at the prevailing market rates/avail the Transferable Development Rights (TDR) from the Local Authority for the part of his site which is in excess of the extent of lands which he was to provide as per sub-rule (1).

(9) The areas allotted for Affordable Housing if any, shall be utilized only for the specific purpose and the applicant may sell or dispose of these plots only for the said purpose and no amalgamation or alteration of these plots shall be considered.

(10) Government/Development Authority / Local Authority / Developer / Owner/Applicant have no jurisdiction to convert the site reserved for public purpose such as park or playground, utilities, amenities affordable housing and for some other purpose.

**14. Specifications of the Infrastructure and Amenities to be provided**

The applicant shall provide the infrastructure and amenities in the area as per the specifications approved by the Competent/Executive Authority.

**15. Fee & Charges for Land/Layout Development Permission**

(1) In addition to the Initial Permit Fee, the fee and charges as prescribed shall be paid by the applicant for issue of the permission.

(2) No fee or charges shall be levied in case of land/layout development for weaker section housing programme proposed by the Government/Local Authority/Development Authority.

**FORM - I**

**DEVELOPMENT AUTHORITY/LOCAL AUTHORITY APPLICATION CUM SCRUTINY FORM FOR LAND/LAYOUT DEVELOPMENT PERMISSION**

**To**

**The Metropolitan Commissioner/Vice Chairman/Commissioner,**

**…………………….Development Authority/Local Authority,**

**………………………………..**

**………………………………**

**Date: dd.mm.yyyy**

*[To be filled and certified by Licensed Technical Personnel]*

**Sir / Madam,**

I / We_________________________________ s/o ___________________________ hereby submit the **application cum scrutiny form for Land/Layout Development Permission** in the Site as per the details given below in accordance with the provisions of Andhra Pradesh Land Development (Layout and Sub-division) Rules, 2017, Andhra Pradesh Building Rules 2017 and the relevant Acts. The necessary enclosures pertaining to the ownership of the site and layout plans drawn to the scale etc. are submitted herewith.

**[1.Use CAPITAL LETTERS only 2. Fill in relevant information 3. Incomplete application will be rejected]**

| **I** | **DETAILS OF APPLICANT** [for correspondence] | | | |
|---|---|---|---|---|
| 1 | Name in full | | | |
| 2 | S/o / W/o | | | |
| 3 | Whether the Applicant is Land Owner / Developer<br><br>(Tick the applicable one) | | Land Owner | Developer |
| 4 | If the Applicant is Developer whether the copy of the Agreement of Land Owner and Developer is enclosed | | YES | |
| | | | NO | |
| | | | NOT APPLICABLE | |
| 5 | Door No./Flat No. | | | |
| 6 | Road/Street | | | |
| 7 | Village | Mandal | | |
| 8 | City/ Town | | | PIN |
| 9 | District | | | |
| 10 | Phone | | | |
| | Mobile No. | | | |
| 11 | e-mail | | | |

| II | DETAILS OF LAND OWNER/DEVELOPER/LICENCED TECHNICAL PERSONNEL | | | |
|---|---|---|---|---|
| **Sl. No.** | **Name** | **License No.** | **Address with mobile No. & email** | **Signature** |
| 1 | Land Owner | | | |
| 2 | Developer | | | |
| 3 | Licensed Technical Personnel | | | |

| III | DETAILS OF THE LAND PROPOSED FOR DEVELOPMENT | | | | |
|---|---|---|---|---|---|
| 1 | Site Area | …………..………..Hectares […………Acs……….guntas] | | | |
| | | ……………………Sq. M [……………………Sq. yds] | | | |
| 2 | Survey Nos. | | | | |
| 3 | Village | | | | |
| 4 | Mandal | | | | |
| 5 | District | | | | |
| 6 | Zone | | | | |
| 7 | Locality / Nearest Land Mark | | | | |
| 8 | Details of Permission (if any) sanctioned earlier **for the site u/r** and status on ground | | | | |
| 9 | Details of Permission (if any) sanctioned earlier **neighbouring to the site** and status on ground | | | | |

| IV | **CLASSIFICATION OF LAYOUT:** | | |
|---|---|---|---|
| 1 | Type of layout proposed<br><br>[tick the appropriate one] | Open Layout | Gated Layout (with compound wall) |
| 2 | Whether peripheral road provided in case of Gated Layout with compound wall.<br><br>The Peripheral Road is mandatory in case the lands in the vicinity and rear side are not having independent access. If the peripheral road is not provided, justification for not providing the peripheral road shall be furnished duly showing the topographical plan to that extent.<br><br>Please show the detailed Plan showing the existing and Master plan roads in the site and in the vicinity duly marking the alignment of the peripheral road. | | |

| V | **OWNERSHIP DOCUMENTS (MAIN IN FAVOUR OF APPLICANT)** | | | | |
|---|---|---|---|---|---|
| S. No. | Details | Reg. No. | Date | Sy. No. | Extent |
| 1 | Copy of<br><br>Registered Sale Deed | | | | |
| 2 | Development Agreement of sale cum General Power of Attorney | | | | |
| 3 | General Power of Attorney | | | | |
| 4 | Pattedar Pass Book / Title deed issued by Revenue Authorities in favour of | | | | |

| | | | |
|---|---|---|---|
| | Sri……………………………………………… ………….. | | |
| 5 | Pahanies issued by Mandal Revenue Officer<br><br>Name of the Pattedar Sri……………………………………………… ….. | | |
| | Name of the Occupant Sri……………………………………………… ….. | | |

| VI | LINK DOCUMENTS (in support of Main documents) | | | | |
|---|---|---|---|---|---|
| S. No. | Details | Reg. No. | Date | Sy.No. | Extent |
| 1 | If the sale transaction by way of purchase registered sale deed in case of inheritance copy of pahani.<br><br>Pahani for the year………………….<br><br>Name of the pattedar<br><br>Sri…………………….. | | | | |
| 2 | Proceedings of the Tahsildar / RDO concerned in regard to Mutation in favour of ……………………………………………………….. | | | | |
| 3 | Pahanies issued by Mandal Revenue Officer<br><br>Name of the Pattedar Sri………………………………………………….. | | | | |
| | Name of the Occupant Sri………………………………………………….. | | | | |

| VII | OTHER DOCUMENTS | | | | |
|---|---|---|---|---|---|
| S. No. | Details | Name | Document No. / Proc. No.& date | Sy. No. | Extent |
| 1 | Encumbrance certificate for the last 13 years. | | | | |
| 2 | Land Conversion certificate from the authorities concerned | | | | |
| 3 | Legal heir certificate issued by the concerned authorities if necessary. | | | | |
| 4 | ORC issued by the RDO in case of Inam lands. | | | | |
| 5 | Registered will deed / gift deed / family settlement deed /Partition deed etc. mentioned in the main or link document | | | | |
| 6 | NOC issued by the Collector for alienation of land in respect of assignment to freedom fighters / Defence persons | | | | |
| 7 | No objection certificate from Tahsildar/ Collector if the land under reference is recorded as Government land. | | | | |

| | | | | | |
|---|---|---|---|---|---|
| | | | | | |
| 8 | Any court orders if necessary OS. No.<br><br>Name of the pattedar<br><br><br>Brief history of the case | | | | |

| VIII | LAND CEILING ASPECT | | |
|---|---|---|---|
| **S. No.** | **Details** | **Yes** | **No** |
| 1 | Notarized affidavit the core / peripheral area duly signed by the applicant. | | |
| 2 | If the applicant is GPA holder the affidavit should be filled by the original owner in addition to the applicant. | | |
| 3 | No objection certificate from SO, ULC if necessary | | |
| 4 | No objection certificate from the RDO concerned under AP Agriculture Land Ceiling Act, if the subject land is more than 25 Acres of agriculture land. | | |

| IX | LAND OWNERSHIP INFORMATION | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| | (Based on I to IV, the details are tabulated as follows)<br><br>*(If required submit this in a separate sheet)* | | | | | | | |
| **S. No.** | **Doc. No. & Date** | **Status** | **Vendor** | **Vendee** | **Sy. No. / Plot No./ H. No.** | **Extent (in Sq. m)** | **Schedule of boundaries** | |
| | | | | | | | E | |

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| | | | | | | | S | |
| | | | | | | | W | |
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| | | | | | | | S | |
| | | | | | | | W | |
| | | | | | | | N | |

| X | FINAL REMARKS REGARDING OWNERSHIP |
|---|---|

Certified that the copies of the documents filed by the applicant Sri.______________________________________ S/W/o _________________________ Resident of _________________________________________________________________

______________________________________________have been verified with reference to the Government Lands Register, U.L.C. Lands Register covered by the lands taken over possession by the Government under Sec. 10(6) of the U.L.C. Act and the aspect of eligibility under A.P.C.O.A.H. Act 1973 and found that the land does not come under any above land classifications.

On scrutiny of the documents submitted by the applicant, it is found that the applicant holds title / valid

| |
|---|
| legal document to take up this Project over an extent ……………………….and it is found correct with reference to the documents submitted. |

| XI | **MASTER PLAN DETAILS - LAND USE & ZONING REGULATION DETAILS:** | | |
|---|---|---|---|
| 1 | Site u/r falls in the<br>Notified Master Plan of | | |
| 2 | Land use as per Notified Master Plan | | |
| 3 | Land use of the Proposed Layout | | |
| 4 | Whether proposed activity is permissible as per Zoning Regulations | YES | NO |
| 5 | Whether any Master Plan roads are passing through or abutting to the site | YES | NO |
| 6 | If yes, the width of the existing roads and the roads proposed in Master Plan shall be mentioned duly showing the alignment of them in the Layout Plan. | YES | NO |
| 7 | Whether the Master Plan roads have been incorporated in the layout proposals | YES | NO |
| 8 | Whether the Undertaking is given to handover the Master Pan roads free of cost to the Development Authority/Local Body | YES | NO |
| 9 | The extent of the area affected in the Master Plan Roads (in sq. m) | | |

<table>
<tr><td rowspan="10">10</td><td colspan="5">Whether the site is affected by / close to any restricted area:<br><br>(tick the applicable one)</td></tr>
<tr><td>a</td><td>Water Bodies</td><td colspan="3"></td></tr>
<tr><td>b</td><td>Railways</td><td colspan="3"></td></tr>
<tr><td>c</td><td>Electrical Lines</td><td colspan="3"></td></tr>
<tr><td>d</td><td>Airport</td><td colspan="3"></td></tr>
<tr><td>e</td><td>Defense Establishments</td><td colspan="3"></td></tr>
<tr><td>f</td><td>Oil / Gas Pipelines</td><td colspan="3"></td></tr>
<tr><td>g</td><td>Heritage Structures</td><td colspan="3"></td></tr>
<tr><td>h</td><td>Environmental Clearance</td><td colspan="3"></td></tr>
<tr><td>i</td><td>ORR Buffer Zone</td><td colspan="3"></td></tr>
<tr><td rowspan="11">a</td><td colspan="2" rowspan="11">Water Bodies:<br><br>Unless and otherwise stated, the area and the Full Tank Level (FTL) of a Lake / Kunta shall be reckoned as measured and as certified by the Irrigation Department and Revenue Department. Hence the FTL and the actual extent of the water body shall be marked on the ground with the help of Revenue and Irrigation departments and the same shall be shown in the Layout plan.<br><br>i. Unless and otherwise stated, the area and the Full Tank Level (FTL) of a Lake / Kunta shall be reckoned as measured and as certified by the Irrigation Department and Revenue Department.<br><br>ii. The above water bodies and</td><td rowspan="8">Nature of Water Body:<br><br>(tick the applicable one)</td><td>River</td><td></td></tr>
<tr><td>Tank</td><td></td></tr>
<tr><td>Lake</td><td></td></tr>
<tr><td>Kunta</td><td></td></tr>
<tr><td>Canal</td><td></td></tr>
<tr><td>Vagu</td><td></td></tr>
<tr><td>Nala</td><td></td></tr>
<tr><td>Storm water drain</td><td></td></tr>
<tr><td>Buffer Zone to be left as per Rule (in m)</td><td colspan="2"></td></tr>
<tr><td>Buffer Zone left in the Layout Plan (in m)</td><td colspan="2"></td></tr>
<tr><td>Whether the Layout plans are satisfying the rules as required for Water Bodies?</td><td>YES</td><td>NO</td></tr>
</table>

| | | | | |
|---|---|---|---|---|
| | courses shall be maintained as Recreational/Green Buffer Zone and no building activity shall be carried out within:<br><br>1. 100m from the boundary of the River outside the Municipal Corporation / Municipality / Nagara Panchayat limits and 50m with in the Municipal Corporation / Municipality / Nagara Panchayat limits. The boundary of the river shall be as fixed and certified by the Irrigation Department and Revenue Department.<br><br>2. 30m from the FTL boundary of Lakes / Tanks / Kuntas of area 10Ha and above.<br><br>3. 9m from the FTL boundary of Lakes / Tanks / Kuntas of area less than 10Ha / shikam lands;<br><br>4. 9m from the defined boundary of Canal, Vagu, Nala, Storm Water Drain of width more than 10m.<br><br>5. 2m from the defined boundary of Canal, Vagu, Nala, Storm Water Drain of width up to 10m.<br><br>(iii) Unless and otherwise specified in the Master Plan / Zonal Development Plan.<br><br>(1) In case of (ii) (1) & (2) above, the buffer zone may be utilised for road of minimum 12m width, | Whether the NOC from the department of Revenue not below the rank of Joint Collector has been obtained? | YES | NO |
| | | Whether the NOC from the Irrigation Department not below the rank of Executive Engineer has been obtained? | YES | NO |

| | | | | |
|---|---|---|---|---|
| | wherever feasible.<br>(2) In case of (ii) (2) above, in addition to development of recreational / green belt along the foreshores, a ring road or promenade of minimum 12m may be developed, wherever feasible.<br>(3) The above buffer zone to be left may be reckoned as part of tot lot or organized open space and not for setback requirements. | | | |
| b | Railways<br>The distance between the Railway Property Boundary and the edge of the building shall be 30m as per Indian Railways Works Manual or as per No Objection Certificate (NOC) given by the Railway Authorities. { Buffer zone may be proposed for the distance to be maintained } | Whether the site is abutting to railway property? | YES | NO |
| | | If Yes, whether the required **30m** buffer zone has been left in the layout plan? | YES | NO |
| | | **If No,** whether any NOC from Railway Authorities has been obtained? | YES | NO |
| | | If Yes, the distance between the Railway Property Boundary and the boundary of the Plot as per NOC. (in m) | | |
| | | If Yes, the distance between the Railway Property Boundary and the boundary of the Plot shown in the Layout Plan.<br>(in m) | | |
| | | Whether the distance (buffer zone for railway property) shown in the proposed Layout Plan is satisfying the rule? | YES | NO |

| | | | | |
|---|---|---|---|---|
| c | Electrical Lines<br><br>(c) In case of HT Electricity Tower lines, the land all along below the tower line shall be developed as green belt to an extent of the width of tower base and on either side of green belt there shall be a minimum of 10m wide roads or as defined in the Master Plan. | Whether there is any HT Electric Tower Lines passing through the site. | YES | NO |
| | | If Yes, whether the required land all along below the tower line is proposed as green belt to an extent of the width of tower base and on either side of green belt a minimum of 10m wide roads or as defined in the Master Plan is shown in the Proposed Layout Plan?<br><br>If so, give the detailed report. | | |
| | (d) In case of the other Electric Lines if passing through the site whether it is proposed to relay them all along the proposed layout roads or to be retained as existing on ground. | Whether there are any other Electricity lines passing through the site? | YES | NO |
| | | If yes, in case the same are required to be realigned all along the proposed layout roads, whether any undertaking is submitted to this extent? | YES | NO |
| d | Airport<br><br>**Building Restrictions**<br><br>(1) For building activity within the Restricted Zone / Air Funnel Zone near the airport, necessary clearance from the concerned Airport Authority shall be obtained.<br><br>(2) The building heights and other parameters shall be regulated as per the stipulations of the Airport Authority of India as notified in Gazette of India Extraordinary | Whether the site is abutting or in the vicinity of Airport? | YES | NO |
| | | If yes, whether it is a Civil airport or Military Airport? | Civil Airport | Military Airport |
| | | If the CCZM is available, whether the proposed development is permissible. | YES | NO |
| | | Whether the NOC from the AAI is required and if yes the same has been obtained and submitted? | YES | NO |

| | | | | |
|---|---|---|---|---|
| | (S.O.1589) dated 30-06-2008 and as amended from time to time by Ministry of Civil Aviation, Government of India.<br><br>(3) Irrespective of their distance from the aerodrome, even beyond 22km limit from the Aerodrome Reference Point, no radio masts or similar installation exceeding 152m in height shall be erected except with the prior clearance from Civil Aviation Authorities.<br><br>(4) In respect of any land located within 1000m from the boundary of Military Airport no building is allowed except with prior clearance from the concerned airport authority with regard to building height permissible and safe distance to be maintained between the building and boundary of the aerodrome. | Give the details of the orders issued by the authorities.<br><br>………………………………… | | |
| e | Defense Establishments<br><br>In case of Sites within 500m distance from the boundary of Defense Areas / Military Establishments prior clearance of Defense Authority shall be obtained. | Whether the site is abutting to the defense establishments within a distance of 500m from the site. | YES | NO |
| | | If yes, the distance from the boundary of Defense Areas / Military Establishments to the boundary of the site.<br><br>(in m) [This shall be marked on | | |

| | | | | |
|---|---|---|---|---|
| | | the layout plan] | | |
| | | The details of the NOC issued by the Defense Authority may be given below:<br><br>………………………………… | | |
| f | Oil / Gas Pipelines<br><br>In case of Sites in the vicinity of Oil / Gas pipelines, clearance distance and other stipulations of the Respective Authority shall be complied with. | Whether the site is in the vicinity of Oil/ Gas pipelines? | YES | NO |
| | | If yes, whether the NOC from the concerned Authority has been obtained? | YES | NO |
| | | If Yes, give the details of the conditions given in the NOC. And also show the same on the proposed Layout Plan.<br><br>………………………………… | | |
| | | Specific Remarks if any. | | |
| g | Heritage Structures<br><br>(e) In case of Sites located within the distance up to 100m from protected monuments as notified under Archeological Monuments and Ancient Sites and Remains Act 1955 and as amended no | Whether the site is located in the vicinity of any heritage structure? | YES | NO |
| | | If yes, any NOC is obtained from the concerned authority? | YES | NO |

<table>
<tr><td rowspan="2"></td><td rowspan="2">construction is allowed.<br><br>(f) For the Sites located within distance of above 100m and up to 200m from the protected monuments, the construction is allowed only after obtaining prior permission from the National Monument Authority.<br><br>(g) For the Sites located within the vicinity of any Heritage Structure notified as per the respective law, the prior clearance from the concerned authority shall be obtained.<br><br>(h) For the development / redevelopment of any notified Heritage Structure the stipulations as prescribed by the respective authority shall be followed.</td><td colspan="4">And the details of the NOC and to state whether the conditions are followed in the proposed Layout Plan.<br><br>…………………………………</td></tr>
<tr><td colspan="4">Specific Remarks if any.<br><br>…………………………………</td></tr>
<tr><td rowspan="4">h</td><td rowspan="4">Environmental Clearance<br><br>If the site area is 50Hectares and above, the Prior clearance from the State Environmental Impact Assessment Authority (SEIAA) is required.</td><td rowspan="2">Site Area</td><td colspan="3">……………… Hectares</td></tr>
<tr><td colspan="3">………………sq. m</td></tr>
<tr><td>If the site area is 50hecatres and above whether the prior clearance from the State Environmental Impact Assessment Authority (SEIAA) is obtained?</td><td>YES</td><td>NO</td><td>NOT APPLICABLE</td></tr>
<tr><td colspan="4">If yes, give the details of the conditions and to state whether the same has been shown in the Proposed Layout Plan.<br><br>…………………………………</td></tr>
</table>

| | | | | |
|---|---|---|---|---|
| | | | | |
| | | Specific Remarks, if any.<br><br>………………………………… | | |
| i | ORR Buffer Zone<br><br>All properties abutting ORR mandatorily will have an open Buffer of 15m from the ROW outer edge.<br><br>Access will not be allowed on to the service roads of the ORR directly. | Open Buffer of 15m from the ROW outer edge is provided | YES | NO |
| 11 | Any other important features close to the site | | | |
| 12 | Whether the Proposed Layout Plan is prepared keeping all the details pertaining to the mandatory restrictions. Give details. | | | |

| **XII** | **SITE INSPECTION REPORT** | | |
|---|---|---|---|
| 1 | Site inspected by<br><br>(name of the Empaneled LTP) | | |
| 2 | (a) Whether the site is getting access from a public road as Approach road? | YES | NO |

| | | | | | |
|---|---|---|---|---|---|
| | (b) Existing Width of the Approach Road (m) | | | | |
| | (c) Whether this Approach is shown in the Master Plan? | | | | |
| | (d) If yes, the proposed width in the Master Plan (m) | | | | |
| | (e) The affected portion of the site area | (m) | (sq. m) | | |
| | (f) Whether Photograph showing the approach road is enclosed? | YES | NO | | |
| 3 | Type of approach road | Established | Kucha | | |
| 4 | Give the detailed remarks regarding access and approach road to the site | | | | |
| 5 | Physical Features within the site:<br><br>(tick the appropriate one) | *(All the existing Physical Features within the site shall also be shown in the Proposed Layout Plan)* | | | |
| (a) | i. Give the detailed remarks on the existing water bodies in the site and in the vicinity. (The natural course of these water bodies shall not be disturbed in the proposed development. Hence the proposed Layout plan shall incorporate these existing developments as per the ground position) | | | | |
| | ii. Whether the buffer zone is provided for the water bodies as per rules & natural water bodies are preserved? | YES | NO | | |
| | | Give details: | | | |
| (b) | Electrical lines<br><br>(The existing electricity lines may be realigned with the prior permission of the concerned authorities, for which a separate | Whether there is any HT Electric Tower Lines passing through the site. | YES | NO | |

<table>
<tr><td rowspan="3"></td><td rowspan="3">permission is required from them. Before issuing the final layout the approval of the concerned authorities shall be submitted)</td><td colspan="3">If Yes, whether the required land all along below the tower line is proposed as green belt to an extent of the width of tower base and on either side of green belt a minimum of 10m wide roads or as defined in the Master Plan is shown in the Proposed Layout Plan? If so, give the detailed report.<br><br>…………………………………………</td></tr>
<tr><td>Whether there is any other Electricity lines passing through the site?</td><td>YES</td><td>NO</td></tr>
<tr><td>If yes, in case the same are required to be realigned all along the proposed layout roads, whether any undertaking is submitted to this extent?</td><td>YES</td><td>NO</td></tr>
<tr><td rowspan="3">(c)</td><td>Water supply lines<br><br>i. What is the source of water supply?</td><td colspan="3"></td></tr>
<tr><td>ii. If the ground water is proposed as a source of water supply, whether the report from the competent authorities has been obtained?</td><td colspan="3"></td></tr>
<tr><td>iii. Whether any existing pipe lines are available for supplying water? If so give details.</td><td colspan="3"></td></tr>
<tr><td>(d)</td><td>Oil / Gas Pipelines<br><br>(The existing alignment of them shall be marked and the prior NOC from the concerned authorities shall be obtained and the conditions as stipulated by the said</td><td colspan="3"></td></tr>
</table>

| | | |
|---|---|---|
| | authorities shall be followed and the Layout plan also show the alignment and the buffer as stipulated by the authorities) | |
| (e) | Roads<br><br>Details existing and proposed roads in the Master plan and Layout plans may be explained. | |
| (f) | Other physical features if any | |
| 6 | Surrounding developments:<br><br>If any layout is developed adjacent to the site, the same shall be furnished duly stating the details of approval given by DA / DTCP & to enclose a copy of the layout plan. This shall also be incorporated in the topo plan. | North:<br><br>South:<br><br>East :<br><br>West: |
| 7 | Other information if any | |

| **XIII** | **TECHNICAL REMARKS :** | | | |
|---|---|---|---|---|
| S. No. | Description | As per Rule | As per Plan | Remarks |
| 1 | Site Area | | | |
| 2 | Approach Road width | | | |

<table>
<tr><td rowspan="5">3</td><td rowspan="5">Internal Road widths in the proposed Layout<br><br>[Residential]</td><td>Road length as per Rule</td><td>Width of the Road</td><td>Road length as per Plan</td><td>Width of the Road as per Plan</td><td>Other Requirements</td></tr>
<tr><td></td><td></td><td></td><td></td><td></td></tr>
<tr><td></td><td></td><td></td><td></td><td></td></tr>
<tr><td></td><td></td><td></td><td></td><td></td></tr>
<tr><td></td><td></td><td></td><td></td><td></td></tr>
<tr><td rowspan="6">4</td><td colspan="3">Public Open space<br><br>[Parks, Play grounds] &<br><br>other infrastructure area to be provided<br><br>(To be handed over to Local Body through registered Gift Deed)</td><td colspan="2"></td><td></td></tr>
<tr><td rowspan="3">Site area for Parks, Play grounds etc.<br><br>(This area shall be compact and shall be preferably in the center of the layout area or in the center of a block of plots, which means that the park area is useful for the entire colony )</td><td colspan="2"></td><td colspan="2">……………..%</td><td rowspan="3"></td></tr>
<tr><td colspan="2"></td><td colspan="2">……………..%</td></tr>
<tr><td colspan="2">…………….sq. m</td><td colspan="2">…………….sq. m</td></tr>
<tr><td rowspan="2">Social infrastructure</td><td colspan="2"></td><td colspan="2">……………..%</td><td rowspan="2"></td></tr>
<tr><td colspan="2">…………….sq. m</td><td colspan="2">…………….sq. m</td></tr>
<tr><td>5</td><td>Provision for services for<br><br>Septic Tank / STP, Sump, OHT & Electrical transformer</td><td colspan="2">To be provided over and above the 10% of the open space area</td><td colspan="2">……………..%<br><br>…………….sq. m</td><td></td></tr>
</table>

| | | | | |
|---|---|---|---|---|
| | etc. | | | |
| 6 | Provision of Affordable Housing<br><br>(This shall be marked on the proposed Layout Plan also) | | | |
| 8 | Area to be mortgaged in favour of DA/ULB<br><br>**(The area to be mortgaged shall be demarcated on the proposed Layout Plan and the draft mortgage document shall also be submitted along with the application.**<br><br>**The area of mortgage shall be the plots abutting to main roads and shall be a contiguous area)** | 15% of the Plotable area | | |

| **XIV** | **LAND USE ANALYSIS OF THE PROPOSED LAND DEVELOPMENT/LAYOUT** | | | |
|---|---|---|---|---|
| S. No. | Particulars | Area in Sq. m | Percentage to total land | Remarks |
| 1 | Total land area | | | |
| 2 | Plotted area (Regular) | | | |
| 3 | Plotted area (Affordable Housing) | | | |

| | | | | |
|---|---|---|---|---|
| 4 | Area earmarked for Amenities | | | |
| 5 | Area under roads | | | |
| 6 | a) Site area for Public Open space (Parks, Play grounds etc.) | | | |
| | b) Area proposed for Other Infrastructure | | | |
| 7 | Utilities area<br><br>(Septic tank / STP, OHT, Electrical installations etc.) | | | |
| 8 | Other purposes | | | |
| 9 | **Total** | | | |

| **XV** | **PAYMENT OF FEES & CHARGES:** |
|---|---|
| **A** | **Layout Processing Fee:** |

| S. No | Description | Extent of the land (in sq. m) | Unit Rate (Rs.) | Total (Rs.) | Amount Paid (Rs.) | Balance (Rs.) |
|---|---|---|---|---|---|---|
| 1 | Layout Processing fee ( @ Rs….per Sq. m on total extent) | | | | | |
| 2 | Rupees.... | | | | | |

| Challan No. | | | | | | | | Date | dd | mm | yyyy |
|---|---|---|---|---|---|---|---|---|---|---|---|

| **B** | **Fee & Charges including Development Charges:** |
|---|---|

| S. No | Description | Extent of the land (in sq. m) | Unit Rate (Rs.) | Total (Rs.) | Amount Paid (Rs.) | Balance (Rs.) |
|---|---|---|---|---|---|---|
| 1 | Development Charges on total extent. (As per G.O. Ms. No. 439 MA dt. 13-06-2007 & G.O. Ms. No. 275 MA dt. 12-07-2012 in case of extended area) | | | | | |
| 2 | Betterment Charges | | | | | |
| 3 | External Betterment Charges | | | | | |
| 4 | Publication Charges (inclusive of postage charges) | | | | | |
| 5 | Others | | | | | |
| 6 | **Total** | | | | | |
| 7 | Rupees…….. | | | | | |

| DD No. | | | | | | | | Date | dd | mm | yyyy |
|---|---|---|---|---|---|---|---|---|---|---|---|

| | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | (crossed ) | | | | | | | | | | | |
| | Bank Name | | | | | | | | | | | |
| | Branch | | | | | | | | | | | |

| **XVI** | **C E R T I F I C A T E B Y L T P** |
|---|---|

This is to certify that the site situated in Sy. Nos. __________________________ of ________________ (V) ____________________ (M), ________________District proposed for land /layout development has been personally inspected by me and found that the location, measurements, boundaries, extent, width of approach road and abutting road etc., are in accordance with plans submitted for approval. It is further certified that the proposals are scrutinized with reference to Master Plan proposals, relevant Government orders, Rules issued from time to time and proposals conform to rules as mentioned in detail in the checklist. The proposals are also scrutinized with reference to Restrictions of building activity in the vicinity of areas such as water bodies, railway properties, electric lines, airport, oil, gas pipe lines, heritage structures, religious structures etc. and are found in order.

The information furnished in the check list is true to the best of my knowledge. I am aware that I am liable for action in the event of non-conformity of any parameter to Master Plan proposals and provisions of relevant Government orders / rules issued from time to time.

| | | |
|---|---|---|
| **1**<br><br>**2** | **Name of the**<br><br>**L T P** | |
| | Address | |
| | License No.: | |
| | Phone: | |
| | **Signature of the LTP** | |

| XVII | **C E R T I F I C A T E BY LAND OWNER & DEVELOPER** |
|---|---|

*(1) I hereby certify that the information furnished in the application is true to the best of my knowledge. It is to further state that as required under the rules, I have engaged the services of Sri.______________________________ Licensed Technical Personnel.*

*(2) The Licensed Technical Personnel after due diligence, certified correctness of information and the same are enclosed and form part of this application. In this regard if any information is suppressed (or) misrepresented I am aware that I am liable for action.*

*(3) I undertake that I will not change the Licensed Technical Personnel till the project is completed and if at all to change it will be done with mutual agreement and another empaneled person will be appointed only after submission of the relevant agreements and after receipt of the consent from the competent authority.*

*(4)* *I/We (jointly and severally) agree to develop the infrastructural facilities to the required standards and as per specifications prescribed by Executive Authority/Competent Authority.*

*(5)* *I/We hereby undertake not to utilize/sell/lease dispose of any plot until all amenities are provided as indicated in the conditions of layout, and develop all the amenities prescribed in the layout rules as per specifications.*

*(6)* *I/We undertake to hand over to the concerned local body by way of gift deed all the private streets or roads after development to the prescribed standards and lands set apart for public purpose such as parks and play grounds etc. and amenities as approved by the Competent Authority, free of cost by way of registered gift deed.*

(7) *I/We hereby bind myself/ourselves to fulfil all the conditions prescribed within the prescribed period from the date of sanction of the layout, failing which concerned Authority will be empowered to forfeit the security deposit if any and the development charges and to cancel the approved layout.*

| | | |
|---|---|---|
| **1** | **Name of the Land Owner (s)** | |
| | Address | |
| | Phone: | |
| | **Signature** | |
| **2** | **Name of the Developer** | |
| | Address | |
| | License No. | |
| | Phone: | |
| | **Signature** | |

| XVIII | **MANDATORY ENCLOSURES**<br>**To be submitted along with the Application cum Scrutiny Form for Land/Layout Development Permission** | | | |
|---|---|---|---|---|
| **Sl. No.** | **DOCUMENT DETAILS** | **Required/Not required** | **Submitted** | **Not submitted** |
| 1 | **Application for Land/Layout Development Permission signed by the Owner, Developer, Licensed Technical Personnel.** | | | |
| 2 | Self-attested Ownership Documents | | | |
| 3 | Pattadar Pass Book | | | |
| 4 | Self-Attested Title Deed issued by Revenue Authority | | | |
| 5 | Self-Attested Link Documents | | | |
| 6 | Pahanies issued by the Revenue Authority | | | |
| 7 | Latest Encumbrance Certificate issued by Registration Department | | | |
| 8 | Development Agreement of Sale cum General Power of Attorney | | | |
| 9 | Land use Map Extract | | | |
| 10 | Licence copy of LTP | | | |
| 11 | Licence copy of the Builder / Developer issued by ULB /DA | | | |
| 14 | Certificate by the Empanelled Architect/LTP | | | |
| 15 | Certificate by the Land Owner & Developer | | | |
| 16 | Payment of Layout Processing Fee | | | |
| | Rupees......... | | | |
| | Challa nNo. D t d d mm 201 | | | |
| 17 | Payment of Fee & Other Charges | | | |
| | Rupees......... | | | |

| | | | | |
|---|---|---|---|---|
| | DD No. Date dd mm 201 | | | |
| | Bank Name: | | | |
| | Branch: | | | |
| 18 | Draft Mortgage Deed duly indicating the plots proposed for mortgage. | | | |
| 19 | | | | |
| **PLANS** | | | | |
| 1 | Location Plan (scale 1:2000) of the site and surrounding developments / lands showing surrounding roads, electricity lines of HTL/LTL, Existing Drainage, Sewerage etc. within 500m radius of the site. | | | |
| 2 | Satellite Imagery for the site and the surrounding developments within 500m radius of the site. | | | |
| 3 | Detailed Topographical Plan (scale 1:1000) of the Proposed Site showing all the dimensions of the Site and Contours of the Land at 5m interval showing Nalas, Drains, Wells, Trees, Roads, Electric Lines etc. | | | |
| 4 | Proposed Layout Plans (scale 1:500) (1 Tracing Cloth/Film + 5 White /Ammonia Prints) duly signed by Land Owner, Developer, Architect | | | |
| 5 | Plan showing rainwater harvesting pits (scale 1:100) | | | |
| 6 | Photographs (4) & Videography showing four sides of the site. | | | |
| 7 | Mortgage Plan (scale 1:500) | | | |
| 8 | Extract of Master Plan / ZDP | | | |
| 9 | Previous Development Permission Plan copy if issued. | | | |
| 10 | Revenue Sketch issued by Revenue authority, if the site is part of S. Nos. | | | |
| **NOCs** | | | | |

| | | | | |
|---|---|---|---|---|
| 1 | NOC from the Revenue Department under the Andhra Pradesh Agricultural Land (Conversion for Non-Agricultural Purpose) Act, 2006 | | | |
| 2 | NOC from Revenue Department in case of lands abut Water bodies, Water courses & nalas with sketch plan with measurements. (wherever required) | | | |
| 3 | NOC from Irrigation Department in case of lands abut water bodies, Water courses & nalas with sketch plan with measurements.(wherever required) | | | |
| 4 | NOC from Railways (wherever required) | | | |
| 5 | NOC from State Environmental impact Assessment Authority (wherever required) | | | |
| 6 | NOC from Defence Authority (wherever required) | | | |
| 7 | NOC from Oil / Gas Authority (wherever required) | | | |
| 8 | NOC from the Competent Revenue Authority in case the land is declared as surplus | | | |
| 9 | NOC from the District Collector wherever Government Land is allotted | | | |

R. KARIKAL VALAVEN
PRINCIPAL SECRETARY TO GOVERNMENT